

# Enrollment Checklist – Full Time Programs 2020/2021

- First Contact Form
- Government Issued Photo I.D. & S.I.N (must have a card or government print out)
- 500-word essay/market research as to why you chose this career
- High School Transcripts or Wonderlic test or equivalent (must be completed before starting the program) *Trade Secrets requirements must be clearly discussed and signed off on.\**
- Massage Students ONLY= Medical & Police Clearance
- Emergency Contact information – address, phone number etc.
- Allergies \_\_\_\_\_
- 100.00 Registration fee – to reserve a seat for an upcoming program
- 500.00 Deposit fee – joining a program before their loan is approved (2 weeks prior to start)
- Enrollment Contract signed – (photocopied: 1 copy to student 1 in file)
- Curriculum Outline (Signed off on all)

## Loan Application Requirements:

- Notice of Assessment for the year 2019 (Tax forms are acceptable as well)
- Spouse information – S.I.N, Line 150 of 2019 Birthdate etc. **If applicable.**
- Dependents names and birthdates – subsidy information. **If applicable.**

## Welcome to NIWE:

**QB**\_\_ **REG LIST**\_\_

- Acceptance Letter – Printed and Emailed – once all above supporting documents are received
- Orientation Letter – 3 weeks prior to start date