



**CONCORDIA
LUTHERAN
SEMINARY**

International Student Guide

Complete information about all of Concordia Lutheran Seminary's educational programs, admissions requirements, and academic policies can be found in the current version of the Academic Calendar.

English Language Requirement

CLS welcomes international students and seeks to provide an academic and social climate which promotes understanding, acceptance, and personal growth through interaction among Christian people of different cultures and lands.

In addition to the general requirements for admission to the Master of Divinity program, students for whom English is a second language, and who have not completed a previous degree in English, are required to take the Test of English as a Foreign Language (TOEFL) unless this requirement is waived by the Admissions Committee. Details about where and when the test is given can be found on the TOEFL website: <http://www.ets.org/toefl>. The minimum score required is 550 (PBT) or 80 (iBT). Concordia Lutheran Seminary's TOEFL Institution Code is 5020.

Foreign Credentials

Concordia Lutheran Seminary accepts academic credentials from institutions accredited by an agency holding membership in the Association of Universities and Colleges in Canada (AUCC), or recognized by the Council for Higher Education Accreditation (CHEA) in the United States.

Study Permits and Student Visas

All International Students must present a study permit *prior* to enrolment. Some international students also require a visa to study in Canada. To apply for a study permit and find out if you also need a visa, contact Citizenship and Immigration Canada (www.cic.gc.ca).

Full program costs

A typical full time student's annual tuition and fees are between \$8000 and \$9000. Other expenses such as rental accommodations, utilities, food, and transportation, vary greatly. The Director of Admissions can provide estimates for you based on your specific situation during the application process.

Educational & Other Fees

- All courses offered at the seminary (includes vicarage) for members of LCC partner churches \$308.00/credit hr.
- All courses offered at the seminary (includes vicarage) for members of non-affiliated churches \$350.00/credit hr.
- International Student Application Fee \$100.00

- Orientation fee (one-time fee for program students) \$ 100.00
- Late registration fee (after the registration period) \$ 30.00
- Audit fee (for students enrolled in the seminary) \$100.00/credit hr.
- Audit fee (for spouses of seminary students)..... \$ 50.00/credit hr.
- Graduation fee (the beginning of a student's final semester)..... \$100.00
- Overdue account fee..... \$ 30.00/month
- Transcript fee (first copy is free) \$ 10.00
- Comprehensive Student Resources Fee (FT)\$100.00/year
- Comprehensive Student Resources Fee (PT)\$ 50.00 /year
- Student activity fee (each semester / full-time students) \$ 30.00/semester

Phased Tuition Collection for International Students

Tuition and other fees for International Students is payable according to the following phased collection schedule:

- 25% of tuition and fees for each semester are payable upon arrival and registration.
- 25% of tuition and fees are payable at the mid-point of each semester.
- The remaining 50% of tuition and fees are payable by the last day of classes in each semester. Final exams will not be graded if tuition and fees have not been received.

Refund of Fees

When a student fills out the proper form to drop a course at any time after the first class period and through the second Friday of the semester (through the second day of class for any short term), the student is refunded 80% of the fees in question. After the second Friday (after the second day of class in any short term), the student is assessed the entire cost of the course. When a student who has registered for a course drops that course and fills out the form before the first class session, 100% of the fees in question is refunded.

Student Health Care Insurance Policy

All students who are eligible residents of Alberta must register themselves and their dependants with the Alberta Health Care Insurance Plan (AHCIP). A student who is a new or returning Alberta resident must register for AHCIP coverage to receive insured hospital and physician services.

For students who move to Alberta from another province or country, there may be a waiting period before they are eligible for coverage under the AHCIP.

Students who are not eligible for AHCIP coverage (i.e.: for studies shorter than 12 months duration) are strongly encouraged to purchase adequate health care insurance coverage.

Student Support

All students receive one-on-one support from the Director of Admissions (through the application, admission, and enrolment processes) and the Dean of Student Life (after enrolment).

Housing Information

CLS does not provide on campus housing. All students are responsible for arranging their own accommodations. The Director of Admissions and Dean of Student Life can provide limited assistance with locating suitable accommodation.

Orientation to Life in Edmonton

All new International Students and their families are provided with one-on-one assistance with adjusting to their new community. Every student has different needs, and support is available in areas such as: finding groceries and banking, locating government services, accessing health and leisure facilities, and finding schools for children/family members.

Program Orientation Week

All new students are required to attend Orientation Week prior to the start of classes in September. This series of sessions provides an introduction to the Master of Divinity Degree Program and the resources needed to be a successful student.

Faculty Advisors

All new students receive a Faculty Advisor who provides guidance and personal care for the duration of the student's program. Faculty Advisor assignments are made before classes begin.

Other Support

Other supports such as counselling services and other health and social services are coordinated by the Dean of Students as needed. Academic support is coordinated by the Academic Dean.

Disclaimer

It is each student's responsibility to ensure all academic and immigration conditions are met, and that he/she arranges for housing, transportation, and other necessities.