

## **Schedule C: International Student Consent Form**

### **Notice of Collection of Personal Information and Consent**

#### **(Ontario Ministry of Colleges and Universities)**

International students seeking a study permit to attend a postsecondary learning institution in Ontario must attend a postsecondary institution designated by Ontario for the purposes of the *Immigration and Refugee Protection Regulations* (Canada). This is often referred to as the International Student Program (“ISP”).

Under the ISP, private postsecondary institutions are designated by Ontario on an annual basis. As a result, private postsecondary institutions that wish to remain designated apply for designation annually.

At the time that you are asked to read and sign this document, you are (1) applying to be enrolled in an institution that is applying for designation for the first time, (2) applying to be enrolled in a designated institution, or (3) enrolled in a designated institution. If you are enrolled in an institution that is currently designated, the institution may be applying for further designation annually.

When reviewing an institution’s application for designation under the ISP, Ontario’s Ministry of Colleges and Universities (the “Ministry”) conducts a site assessment to verify the information in the institution’s application with respect to its educational policies and procedures. The Ministry may also monitor institutions that are designated to determine whether those institutions are complying with the terms and conditions of designation.

As part of the site assessment and the Ministry’s ongoing monitoring of designated institutions, the Ministry reviews a representative sample of student and prospective student records, such as student and prospective student contracts, registration forms, records of enrollment, documents pertaining to academic assessment and progress, and other documents contained in the student or prospective student file. The Ministry also may need to make copies of student and prospective student records in order to complete its review of the institution’s (1) application for designation or (2) ongoing compliance with the terms and conditions of designation.

Your consent is requested to allow the Ministry to access the personal information you have provided to the institution that may be contained in your student records. Without your consent, the Ministry cannot access your records as may be required in order to assess the institution’s application for designation or ongoing compliance with designation conditions.

The Ministry collects and uses this information under the authority of ss. 38(2) and 39(1)(a) of the *Freedom of Information and Protection of Privacy Act* and the *Immigration and Refugee Protection Act* (Canada) and its *Regulations*. Questions about the collection, use and disclosure of this information may be addressed to:

Manager, International Student Program  
Private Career Colleges Branch  
Ministry of Colleges and Universities  
77 Wellesley Street West, P.O. Box 977  
Toronto, Ontario M7A 1N3  
416-314-0500 or [ISP@ontario.ca](mailto:ISP@ontario.ca)

**CONSENT**

By signing below, I hereby consent to: (check boxes that apply)

the Ministry's collection of my personal information from the institution at which I am enrolled or applying to be enrolled for the purposes of assessing the institution's current and future applications for designation under the International Student Program

the Ministry's collection of my personal information from the institution at which I am enrolled or applying to be enrolled for the purposes of assessing the institution's ongoing compliance with the terms and conditions of designation, if it is designated by Ontario

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For students under 16 years of age, the parent or guardian must also sign:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_