



How to Apply To Our International Program On-Line

Step 1)

- Go to our website: www.studyinmission.ca
- Select the tab: How to Apply
- Click on the link: Start the On-line Application
- OR
- Go directly to the TRUE North Agent Portal to access the application:
<https://mytruenorth.ca/appindex.php?db=missionpublic> *

*An account is required to submit an online student application. Follow the directions to set up an account. If you are not an active agent with a current Agent Agreement, you will not be able to set up an account to login. Contact international@mpsd.ca for an Agent Agreement.

Step 2)

- Follow the application instructions.
- Complete all the sections for the Student Application. There are required sections and documents to be uploaded to complete the application. You can save and return to the application, however it must be fully completed and submitted within 14 days.
- The following information and documents are required to complete an online application:
 - Student and Parents' Personal Information.
 - Record of Grades -Translated into English (Recent report card and official transcripts for the previous 2 years of studies).
 - Valid Passport Picture Page.
 - Immunization Record.
- Other Recommended Admission Documents:
 - Standard English Assessment Score such as IELTS, ELTiS, or equivalent.
 - Letter of Reference
 - Student Letter of Introduction
 - Personal Student Photos
- Submit completed application.

Step 3)

- You will receive an email acknowledging that your application has been submitted.
- A Conditional Offer of Acceptance and Invoices will be sent to you by e-mail.
- Mission School District provides Custodianship for all our international students. The 2 part Custodianship Declaration (CD) will also be sent to you by email. Please ensure that all information is accurate and complete before the CD is notarized.

Step 4)

- Please pay the TOTAL FEES on the invoice provided to complete the registration process.
- Payment and bank information are provided on the invoice. Ensure that the **Student's Name** is on the wire transfer. E-mail a copy of the wire transfer confirmation to our office after the payment has been made.

Step 5)

- When we receive payment in full we will issue an official “Letter of Acceptance” (LoA), an official Receipt, and will provide the notarized Custodianship Declaration (CD) to secure enrolment at the school.
- The LoA and notarized CD are required for Study Permit and Visa applications.
- A student information package will be sent to you with the LoA and the CD. This package will contain information students need to know before and after arrival.

Step 6)

- Students will be enrolled in our Pre-Arrival Learning (PAL) program.
- Students will receive login information to complete an on-line English assessment.
- After completing the English assessment, students will have unlimited access to the PAL program and can begin studying English Vocabulary and Terminology by Grade and Subject, or complete English Lessons and begin our Student Orientation before they leave home.

Step 7)

- Apply for a Study Permit (and Visa if required).

Payment can be made by:

- Bank Draft – Payable to: Mission School District # 75
- Cheque – Payable to: Mission School District #75
- Electronic Bank Transfer for overseas payment only

Wire Transfer Information Payable in Canadian Funds ONLY

- Attention: International Student Program
Phone: 1-604-826-6286 Ex. 3336
Fax: 1-604-820-2335
E-Mail: international@mpsd.ca