

International Intensive Registration Form

SUMMER 2026

Program Registration Instructions:

1. Complete the **International Intensive Registration Form**. (Incomplete form will not be accepted.)*
2. Complete the **Homestay Application Form**(if applicable).(Incomplete form will not be accepted.)*
3. Prepare a **headshot photo**. (See Headshot Instruction below.)
4. Prepare a **copy of your passport**. (Information page as PDF or JPG file)
5. Make a payment (See Payment Instruction) and prepare **Payment confirmation**
6. Send **all (5) items together in one email** to: edadmin@vfs.com.

**All forms must be completed digitally. Handwritten or scanned forms will not be accepted.*

Intensive Name:	
Intensive Date:	

Student Personal Information

First Name		Last Name	
Prefer Name		Date of Birth	
Gender		Pronoun	
Name on Certificate			
TEL		Email	
Home Address		City	
State/Province		Country	
Postal Code		Citizenship	

Emergency Contact Information

Name		Relationship	
TEL		Usage	
Email		Usage	
Name		Relationship	
TEL		Usage	
Email		Usage	

Allergies & Other Health Concerns

Allergies	
Other Health Concerns	
Dietary Preference	

VFS Hoodie Size: Please choose one

Small Medium Large

VFS is designated by The Private Training Institutions Regulatory Unit (PTIRU) within the System Integrity Branch (SIB) of the Ministry of Post-Secondary Education and Future Skills, and students taking VFS Workshops, Intensives and other short-duration programs may not file claims against the fund with the trustee in respect to short-duration programs.

Cancellation Policy

- There is a non-refundable administrative fee of \$150, regardless of whether the visa application is denied or not received on time.
- If cancellation notice is received at least two weeks prior to the start of the workshop, VFS will refund the total cost, minus the administrative fee and accommodation placement fee (\$250). (*Cancellations due to not receiving a visa in time are included.)
- If cancellation notice is received less than two weeks prior to the start of the workshop, no refunds will be given.
- If a student cannot travel due to a visa denial, VFS will refund the total cost minus the administrative fee if a letter of visa rejection is provided.

Student Acknowledgement

VFS is designated with the Private Training Institutions Regulatory Unit (PTIRU) of BC. Short duration programs such as Workshops and Intensives offered by VFS do not require approval under the Private Training Act of BC, and students taking Short Duration Programs may not file claims against the fund with the trustee in respect to short duration programs.

I agree that VFS may vary Short Duration Program course content or sequence, and VFS may substitute equipment, materials and texts from time to time, without my consent. Any such variation or substitution will not relieve me of my obligations under this contract.

I agree that VFS may use my name or likeness for student identification and reasonable marketing or advertising purposes. I also hereby give VFS the irrevocable right to use my image for reasonable reproduction in any medium for purposes of advertising, trade, display, exhibition or editorial use. I hereby waive any right that I may have to inspect and approve the finished product or copy that may be used in connection with an image taken of me or the use to which it may be applied. I further release VFS from any claims for remuneration associated with any form of damage, foreseen or unforeseen, associated with the proper commercial or artistic use of these images unless it can be shown that said reproduction was maliciously caused, produced and published for the sole purpose of subjecting the below identified person to conspicuous ridicule, scandal, reproach, scorn and indignity.

Personal Information - Where applicable, VFS collects personal information about students that includes student identification information, date of birth, gender, health and medical information, and emergency contact information for the purpose of establishing, maintaining, and terminating the relationship with VFS and additional purposes identified when or before VFS collects the personal information. The student's personal information collected by VFS will only be used for the purpose for which it was originally collected or for a use consistent with that purpose, unless the student expressly consents otherwise. Other uses of personal information may include purposes of identification, statistical reporting, investigating student complaints, determining cancellation entitlements, measuring program performance, or other requirements. For research purposes, any information disclosed will be in a form which does not identify individual students by name.

In consideration of approval to participate in the aforementioned VFS program, the registrant (or his/her parent/guardian) hereby release and holds harmless Vancouver Film School, its directors, officers, agents, employees, and successors, and assigns from any and all liability for any loss, damage, injury, or expense that the participant may suffer, or that the next of kin may suffer, as a result of the registrant's participation in this program due to any cause whatsoever including, but not limited to, negligence, breach of contract, or breach of any statutory or other duty of care, delay, or expense resulting from events beyond their control, acts of God, war, civil unrest, sickness, medical conditions, transportation, scheduling, and government restrictions or regulations.

VFS Policies

Student Professionalism Policy - The following general policies relate to the school's expectations of student behavior:

- Students are expected to conduct themselves in a professional manner while in attendance. A student's language and behavior should meet acceptable social standards. VFS does not tolerate abuse or offensive behavior towards students, staff, or faculty.
- Students found under the influence of drugs or alcohol while attending any program may be removed from the program.
- Students must maintain good hygiene standards.
- Students are not permitted to use cellular phones, or other handheld devices, in class.

Gun and Weapons Policy - Students are not permitted, under any circumstances, to bring real or prop weapons on campus or use them in student productions.

Harassment Policy - Students have the right to study - and employees have the right to work - in an environment that is free from physical, verbal, or sexual harassment and/or assault. Harassment is against the law and Vancouver Film School does not tolerate it. VFS strives to maintain a harassment-free workplace and study environment and forbids its employees and students from engaging in activities that may be regarded as harassment, sexual or otherwise.

VFS's objective is to provide every student with a positive, safe and encouraging environment in which to study. If students have a VFS-related concern that they feel needs to be addressed, we want to know about it and we will do our best to correct any problems students may be experiencing. VFS has a system in place for making and investigating complaints, imposing penalties, and granting remedies. Should you have a concern or complaint, please contact VFS Education Administration at edadmin@vfs.com.

Computers and Equipment - Students must treat all electronic equipment, training equipment, and facilities with consideration and care. In the event of damage or loss caused by negligence or intent, the student(s) involved must pay all repair or replacement costs.

Computer Use - VFS is responsible for securing its network and computing systems against unauthorized access and/or abuse while retaining accessibility for authorized and legitimate users. This responsibility includes informing users of expected standards of conduct and the punitive measures for not adhering to them. Any attempt to violate the provisions of this policy will result in disciplinary action ranging from the temporary suspension of computer access to dismissal of the student from the program. The users of VFS computers and the network are responsible for respecting and adhering to local, provincial, federal, and international laws. Any attempt to break those laws through the use of the network may result in litigation against the offender by the proper authorities. If such an event should occur, VFS will fully comply with the authorities to provide any information necessary for the litigation process.

General Computing - If a user receives a user ID for access to the VFS network and computer systems, he or she is solely responsible for all actions taken under the guise of that user ID. Therefore, the following actions are prohibited:

- Sharing your user ID with any other person. If you do share your user ID with another person, you are solely responsible for any actions taken by this person under your user ID.
- Deletion, examination, copying, or modification of files and/or data belonging to others.
- Use of facilities and/or services for commercial purposes, including VFS FTP and webspace. Any unauthorized, deliberate action that damages or disrupts a computing system, alters its normal performance, or causes it to malfunction, regardless of system location or time duration.
- Any installation, use, or storage of pirated software on workstations or servers. This includes plug-ins, games, MP3s and other sound files, and movie clips.
- Viewing, downloading, archiving, or distributing pornographic material.

Network Security - As a user of the network, you may be allowed access to other networks (and/or the computer systems attached to those networks). The following actions are prohibited:

- Use of systems and/or networks in attempts to gain unauthorized access to remote systems.
- Use of systems and/or networks to connect to other systems to which you do not have legal access.
- Decryption of system or user passwords.
- Intentional attempts to "crash" network systems or programs.
- Any attempts to secure a higher level of privilege on network systems.
- The willful introduction of computer "viruses" or other disruptive/destructive programs into the organizational network or external networks.
- Connecting laptops, personal computers, or any other form of electronic device to the VFS network without the express permission of a member of the IT department.

Media Release

I, _____, do hereby give Vancouver Film School the irrevocable right to use my image for reproduction in any medium for purposes of advertising, trade, display, exhibition or editorial use. I have read this release and fully understand its contents. I hereby waive any right that I may have to inspect and approve the finished product or copy that may be used in connection with an image that the Photographer has taken of me or the use to which it may be applied.

I further release Vancouver Film School from any claims for remuneration associated with any form of damage, foreseen or unforeseen, associated with the proper commercial or artistic use of these images unless it can be shown that said reproduction was maliciously caused, produced and published for the sole purpose of subjecting the above identified person to conspicuous ridicule, scandal, reproach, scorn and indignity.

I acknowledge that there will be photos and Videos taken both on Campus and at any extracurricular activities throughout the duration of my course.

I affirm that I am 18 years of age or over.

- I have read and agree to the cancellation policy.
- I have read, understand and agree to abide by VFS policies, and I understand I will be subject to dismissal from the program if I am found to be in violation of VFS Policies.
- I acknowledge and certify that I am the applicant identified above. I understand the risks and hazards associated with participating in any short duration program at VFS, and knowing these risks and hazards agree to such participation. I have read, understand and agree to the Student Acknowledgements and VFS Policies.
- I'd like to join the VFS Premiere list for free, where I will get exclusive first-look access to VFS news, upcoming events and educational opportunities.

Student Name: _____

Student Signature: _____ **Date:** _____

Headshot Instruction

Your headshot photo will be used for your VFS student ID.

- Solid Background, preferably lighter color
- Clear photo of your face
- Photo needs to be taken recently, within the past year
- No black and white photos
- No masks or sunglasses
- Face should be in the center of the frame
- **Photo must be jpg format**

Payment Instruction

Please use Flywire through our website <https://vfs.edu/payments>

1. Enter your payment. Please make sure it's the correct amount confirmed with your coordinator.
2. Once it asks for your details, please make sure it matches this registration form.
3. As you won't have a Student ID for the first payment please enter 0000
4. When it asks Payment Type, please enter Other and the same for Programs.
5. Save the payment confirmation (Screenshot or email)