



Walker Crane Group

# Student Enrolment Contract

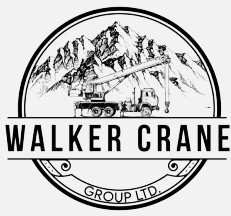
Walker Crane Group LTD. is registered by the Private Training Institutions Regulatory Unit

FB 22 Ton

Revision Date: 2025-02-19 | Institution ID#4231

**TRAINING LOCATION:**  
30746 South Fraser Way,  
Abbotsford, BC V2T 6L4BC

**MAILING ADDRESS:** PO BOX 16137  
Abbotsford RPO Sumas Mountain, BC , V3G 0C6  
walkercranegroup@gmail.com 778-241-6032



# STUDENT ENROLMENT CONTRACT

FB 22 Ton

## Student Information

Last Name			
First & Middle Name			
BC Crane Safety Number			
Personal Education Number			
Social Insurance Number			
Mailing Address in Canada <small>(if available and different from above)</small>			
Student Telephone Number			
Student Email Address			
International Student	Yes	No	If yes, Citizenship:
Do you have a study permit?	Yes	No	
If you do not have a study permit, do you have a permit, visa or other written authorization to study in Canada other than a study permit?	Yes	No	
<b>Age Requirement</b> No Students Under the Age of 19 Years old.			
Date of Birth:			
Gender	Male	Female	

## Voluntary Disclosure

**\*You may voluntarily provide the personal information listed below:**

Do you identify yourself as an Aboriginal person, that is, First Nations, Métis, or Inuit?	Yes	No
If you answered "Yes", please indicate if you are:	First Nations	Métis
Do you have a long-term physical or mental health condition that limits the kind of activity that you can perform on a daily basis?	Yes	No



## Program Information

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Program Title	22 Ton and Under Folding Boom
Hours of Instruction during Contract Term	20 Hours
Program Duration in Weeks	4 Days
Contract Start Date (Today)	
Contract End Date (Course End Date)	
Program Delivery Method (select all that apply)	In-class
Language of Instruction:	ENGLISH

## Program Outcome

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Walker Crane Group LTD. only assists in the preparation for each student to perform the Assessment. Upon a successful pass the Assessor (Fulford Harbour) will issue the Crane License for BC Crane Safety.

Fulford Harbour The Regulator is looking for Proficiency in

1. Crane Setup
2. Crane Theory
3. Crane Operating,
4. Crane maintenance
5. Crane Inspection
6. Crane Set up Procedure

This course is intended to be train you to pass the Level A Assessment. You will receive the Level A license and will be able to start your career in operating 22 tonnes and under folding boom cranes upon the completion of this course.

**Credential Received Upon Completion: Level A 22 Ton and Under Folding Boom**



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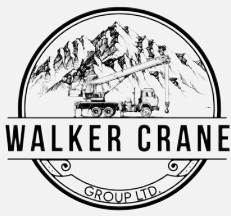
FB 22 Ton

## Program Costs

Total tuition payable during contract term	\$7,450
Application fee	\$--
Assessment fee	\$1,000
Administrative fee	\$--
Fees for textbooks or other course materials, including equipment and uniforms	\$50
Other mandatory fees (fees students must pay that are not in relation to an approved program)	\$--
<b>TOTAL PROGRAM COSTS</b>	<b>\$8,500</b>

## Payment Terms

Method of payment	Cash	Cheque	Etransfer
Email to: <a href="mailto:walkercranegroup@gmail.com">walkercranegroup@gmail.com</a>			
<ol style="list-style-type: none"><li>1. Total payment due in 7 business days prior to Course Start Date</li><li>2. Please include the Invoice number on your payment method.</li><li>3. Please Send all cheques to PO BOX 16137 Abbotsford RPO Sumas Mountain, BC , V3G 0C6</li></ol>			



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## Admission Requirements

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- Grade 10 maths with minimum grade of C+ or any equivalent level of math.
- All courses are held in English so students must have completed English 10 or equivalent.
- Completion of application form
- Payment of application fee
- Minimum age of 19 years of age

### Required course materials and technological resources not provided by the institution:

- |                     |                                       |                                 |               |
|---------------------|---------------------------------------|---------------------------------|---------------|
| • Pencils and Pens. | • Two Rulers                          | • Safety Glasses/ Sun Glasses** | • Safety Vest |
| • Calculator.       | • Notepad for additional note taking. | • Safety Gloves                 |               |
| • Hardhat           | • Rain Gear                           | • Daily Lunch/Water             |               |

## Program Outline

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- 22 Tonne Folding Boom Crane
- 10 hours of classroom time crane theory
- 10 Hours of crane time.
- 23 Hours Total Including Assessment
- One on one training from instructors.
- Jobsite knowledge and tips
- Crane Safe operations and daily inspections

Upon completion of this course the successful student will have reliably demonstrated the ability to:  
Crane operators must be able to demonstrate the following listed competences (by crane type) to Attain Level A certification:

- Control of Self erect tower crane remote controls
- Crane smarts and Hand signals
- Crane Theory
- Crane Operating,
- Crane maintenance
- Crane Inspection

Homework Hours: Students can expect a total of 4 hours homework throughout the 5 days

Delivery Methods: In-class instruction both theory and practical crane training

Teaching Methods: We will use PowerPoint and the Crane Theory textbook during your theory classes.

Once we start the practical training you and instructor will use the provided crane to perform the Practical Crane training. We also will be spending Class Time to learn all the safety components of Cranes

Method(s) of Student Evaluation: 10 hours of classroom time crane Theory, 10 Hours of crane time.

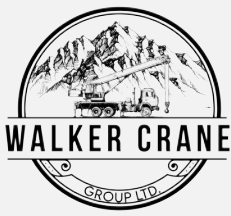
You will be practicing hitting targets and gaining control of the crane. Also practicing setting up the crane.

We also will be spending Class Time to learn all the safety components of Cranes

BC Crane Assessment: 10 Question Theory Test and 2x 15 min practical target tests.

Upon a successful pass the Assessor (Fulford Harbour) will issue the Crane License for BC Crane Safety.

This course is intended to be train you to pass the Level A Crane Assessment. You will receive the Level A license and will be able to start your career in operating 22 ton and under knuckleboom cranes upon the completion of this course.



## Statement of Student Rights

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Walker Crane Group is certified with the Private Training Institutions Regulatory Unit (PTIRU) of the British Columbia Ministry of Post-Secondary Education and Future Skills.

Before you enrol at a certified private training institution, you should be aware of your rights and responsibilities.

You have the right to be treated fairly and respectfully by the institution.

You have the right to a student enrolment contract that includes the following information:

- amount of tuition and any additional fee for your program
- refund policy
- if your program includes a work experience, the requirements to participate in the work experience and the geographic area where it will be provided
- whether the program was approved by PTIRU or does not require approval.

Make sure you read the contract before signing. The institution must provide you with a signed copy.

You have the right to access the institution's **dispute resolution process** and to be **protected against retaliation** for making a complaint.

You have the right to make a **claim** to PTIRU for a tuition refund if:

- your institution ceased to hold a certificate before you completed an approved program
- you were misled about a significant aspect of your approved program.

You must file the claim within one year of completing, being dismissed or withdrawing from your program.

For more information about PTIRU and how to be an informed student, go to: <http://www.privatetraininginstitutions.gov.bc.ca/students/be-an-informed-student>.



# STUDENT ENROLMENT CONTRACT

## Refund Policy

Before program start date, institution receives a notice of withdrawal:	
<ul style="list-style-type: none"> <li>No later than seven days after student signed the enrolment contract, and</li> <li>Before the program start date.</li> </ul>	100% of tuition and all related fees, other than application fee. Related fees include: administrative fees, application fees, assessment fees, and fees charged for textbooks or other course materials, and unused aircraft utilization fees.
<ul style="list-style-type: none"> <li>More than seven days after student signed the enrolment contract, and</li> <li>Before the program start date.</li> </ul>	Institution may retain up to 10% of tuition, to a maximum of \$1,000 paid or payable under a contract.
After the program start date, the institution provides a notice of dismissal or receive a notice of withdrawal (applies to all programs):	
<ul style="list-style-type: none"> <li>No later than seven days after the program start date, the institution provides a notice of dismissal or receives a notice of withdrawal</li> </ul>	Institution may retain up to 10% of tuition, to a maximum of \$1,000 paid or payable under a contract.
After program start date, institution provides a notice of dismissal or receives a notice of withdrawal (applies to all approved programs, other than solely-asynchronous distance-education-only programs):	
<ul style="list-style-type: none"> <li>After the program start date, and up to and including 10% of instruction hours have been provided.</li> </ul>	Institution may retain up to 10% of tuition paid or payable under a contract.
<ul style="list-style-type: none"> <li>After the program start date, and after more than 10% but before 30% of instruction hours have been provided.</li> </ul>	Institution may retain up to 30% of tuition paid or payable under a contract.
<ul style="list-style-type: none"> <li>After the program start date, and after more than 30% but before 50% of instruction hours have been provided.</li> </ul>	Institution may retain up to 50% of tuition paid or payable under a contract.
<ul style="list-style-type: none"> <li>After the program start date, and after more than 50% of instruction hours have been provided.</li> </ul>	No refund due
Student does not attend – “no-show” (applies to all students except those enrolled in a program delivered solely by asynchronous distance education):	
<ul style="list-style-type: none"> <li>A student does not attend the first 30% of the program.</li> </ul>	Institution may retain up to 50% of the tuition paid under a contract.

<b>Approved Programs – In-class, Combined Delivery, or Synchronous Distance Delivery</b>	<b>Refund Due</b>
Institution receives a refusal of study permit (applies to international students requiring a study permit):	
<ul style="list-style-type: none"> <li>• Before 30% of instruction hours would have been provided, had the student started the program on the later of the following: <ul style="list-style-type: none"> <li>a) The program start date in the most recent Letter of Acceptance</li> <li>b) The program start date in the enrolment contract</li> </ul> </li> <li>• Student has not requested additional Letter(s) of Acceptance.</li> </ul>	100% tuition and all related fees, other than application fee.
<b>Approved Programs – In-class, Combined Delivery, or Synchronous Distance Delivery</b>	<b>Refund Due</b>
Institution receives a refusal of study permit (applies to international students requiring a study permit):	
<ul style="list-style-type: none"> <li>• Before 30% of instruction hours would have been provided, had the student started the program on the later of the following: <ul style="list-style-type: none"> <li>a) The program start date in the most recent Letter of Acceptance</li> <li>b) The program start date in the enrolment contract</li> </ul> </li> <li>• Student has not requested additional Letter(s) of Acceptance.</li> </ul>	100% tuition and all related fees, other than application fee.
<b>Approved Programs – All Delivery Methods</b>	<b>Refund Due</b>
Student enrolled in a program without having met the admission requirements for the program	
<ul style="list-style-type: none"> <li>• If the student did not misrepresent the student’s knowledge or skills when applying for admission and the registrar orders the institution to refund tuition and fees.</li> </ul>	including application fees
Institution does not provide a work experience	
<ul style="list-style-type: none"> <li>• The institution fails to provide the work experience within 30 days of the contract end date, unless the registrar determines the institution was prevented from doing so by circumstances beyond its control.</li> </ul>	other than application fees

**Completed** means the student has received an evaluation of their performance for the specified percentage of hours of instruction. Only hours of instruction for which the student received an evaluation should be included in the calculation of a tuition refund. If a student completed a portion of a program for which they did not receive an evaluation, that portion should not be included in the calculation of the percentage of the program completed.



# STUDENT ENROLMENT CONTRACT

KB 22 Ton

## Private Training Institutions Branch

☎ (604) 569-0033 | ☎ 1-800-661-7441 | ☎ (778) 945-0606

✉ [PTI@gov.bc.ca](mailto:PTI@gov.bc.ca) | 🌐 [www.privatetraininginstitutions.gov.bc.ca](http://www.privatetraininginstitutions.gov.bc.ca)

This institution is certified by the Private Training Institutions Regulatory Unit (PTIRU) of the British Columbia Ministry of Post-Secondary Education and Future Skills. Certified institutions must comply with regulatory requirements relating to, among other things, student enrolment contracts, tuition refunds and instructor qualifications. For more information about PTIRU, go to [www.privatetraininginstitutions.gov.bc.ca](http://www.privatetraininginstitutions.gov.bc.ca).

Please be advised that under section 61 of the Private Training Act, the Registrar is authorized to collect, use and disclose personal information in accordance with the Registrar’s regulatory duties under that Act. Accordingly, this institution is authorized to disclose your personal information to the Registrar for regulatory purposes.

## Student Declaration

I consent to the Institution sharing my personal information with the Ministry of Advanced Education and Skills Training for research purposes and statistical analysis under the authority of sections 6(2)(a) and 10(1)(a) of the Personal Information Protection Act (PIPA).

I consent to the sharing, in accordance with Provincial privacy legislation, of my enrolment and reporting information between Walker Crane Group LTD. and Immigration, Refugees and Citizenship Canada, as necessary, for the purposes of the International Student Program.

Should you have any questions about the collection, disclosure and use of personal information you may contact: Director, Policy and Institution Certification, Private Training Institutions Branch, Governance, Legislation and Corporate Planning Division, Ministry of Advanced Education and Skills Training, 203 - 1155 W. Pender St, Vancouver, BC V6E 2P4 or by telephone at (604 569-0019).

Student Signature	Date Signed
Signature of Parent or Legal Guardian	Date Signed

## Institution Signature

Signature of Institution Representative	Date Signed
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**WALKER CRANE**

GROUP LTD.