

Ministry of Training,
Colleges and Universities

Office of the Superintendent

Private Career Colleges Branch
9th Floor, Mowat Block
900 Bay Street
Toronto ON M7A 1L2

Ministère de la Formation
et des Collèges et Universités

Bureau du Surintendant

Direction des collèges
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900, rue Bay
Toronto ON M7A 1L2



Notice of Contravention #135

Served by email, ilan@ilac.com, info@ilac.com by Fax 416-961-9267 and by Courier

March 2, 2011

Ilan Cohen, Jonathan Kolber, and Bernardo Riveros
International Language Academy of Canada Inc.
Known as ILAC
920 Yonge Street 4th Floor
Toronto, ON M4W3C7

NOTICE OF CONTRAVENTION

This letter is to inform you as the Directors of the International Language Academy of Canada Inc. ("School") that on March 2, 2011, it was determined that the School contravened the following section(s) of the *Private Career Colleges Act, 2005* and/or regulations made under the Act:

- O. Reg. 415/06, s. 45 – Student files (\$750)
- Act, s. 28 – Contract (\$1,000)

For a Summary of each contravention see attached Schedule A.

As per section 51 of *Ontario Regulation 415/06* of the *Private Career Colleges Act, 2005* you are required to pay penalties totaling \$1,750 within **30 days** of the date of this notice.

Please return your payment by cheque or money order payable to the **Minister of Finance**, along with the invoice you will receive in the mail to:

Ministry of Finance
Payment Processing Centre
33 King Street West
P.O Box 647
Oshawa, ON L1J 8X3

If payment is not received within **30 days** after the date the notification was received, the amount will be subject to interest at the current postjudgment interest rate beginning on the 31st day following the date of notice. The current rate can be found at the following address:

www.attorneygeneral.jus.gov.on.ca/english/courts/interestrates.asp.

Review

If you believe that the decision made above is inaccurate you may request a review of this decision by submitting a Request for a Review of a Notice of Contravention form to the Ministry of Training, Colleges and Universities within **15 days** of receipt of the Notice of Contravention.

ORIGINAL SIGNED BY

Allan Scott
Superintendent of Private Career Colleges

Schedule A

O. Reg. 415/06, s. 45 – Student files

On February 22, 2011, Designates of the Superintendent (“Designates”) conducted a field visit at the International Language Academy of Canada Inc. (“ILAC”) and requested access to student files pertaining to students of its Teaching English to Speakers of Other Languages (“TESOL”) Diploma program and found the following problems:

- information for individual students was not separated into individual files; it was only separated for each intake date;
- the file did not contain a complete record of student evaluations;
- the file did not contain copies of evidence confirming its students met the entrance requirements; and
- the file did not contain copies of receipts issued to students.

By failing to maintain a file for each individual student containing the abovementioned information, ILAC has contravened section 45 of O.Reg. 415/06.

Act, s. 28 – Contract

On February 22, 2011, Designates conducted a field visit at ILAC and obtained copies of its student file pertaining to students of its TESOL Diploma programs. Additional documentation was provided to a Designate by Ilan Cohen on February 24, 2011.

A Designate reviewed these documents and found that 11 students enrolled in ILAC’s TESOL Diploma program which commenced on January 10, 2011. The Designate found only eight enrolment contracts all of which were completed at least two weeks after the course began; none were signed by ILAC.

All Private Career Colleges are required to enter into written enrolment contracts with their students prior to those students beginning classes. By failing to enter into written enrolment contracts with any of the students of its January 10, 2011 TESOL Diploma program prior to their beginning classes, ILAC contravened section 28 of the Act.