**Attention: Parents/Guardians**

**We now require the following information:**

**STATUS IN CANADA**

**Required of parent or legal guardian\* - ONE of:**

□ Canadian birth certificate

□ Canadian passport

□ Canadian Citizenship card

□ Confirmation of Landing/Permanent Residence (8-1/2 x 14” sheet) **and** passport

□ Permanent Resident Card (front and back)

□ Status Indian documentation

□ Nexus Card

Or, one of the following permits which must be verified by International Education prior to the child starting school:

□ Work Permit valid for a year or more **and** proof of employment **and** passport **OR**

□ BCPNP signed performance agreement

□ Study Permit valid for a year or more **and** Letter of Acceptance or transcript showing enrolment in degree or diploma granting program at a public post-secondary institution or enrolment in degree granting program at a private post-secondary institution authorized by the BC Ministry of Advanced Education **and** passport (Permit cannot be for high school upgrading or ESL) unless it is a requirement of acceptance into the afore-mentioned programs, for one year only, and the institution is BC EQU(Education Quality Assurance.)

□ Diplomatic Status

**Required of Child - ONE of:**

□ Birth certificate

□ Passport

□ Canadian Citizenship card

□ Confirmation of Landing/Permanent Residence (8-1/2 x 14” sheet) **and** passport

□ Permanent Resident Card (front and back)

□ Status Indian documentation

□ Refugee Claimant Documentation conferring status – if child has own documents, parent documents not required.

□ If a child is accompanying a parent on Work or Study Permit, provide copy of child or parent permit that indicates child accompanying.

**RESIDENCY**

Parent or legal guardian\* must be ordinarily resident in British Columbia with a sufficient degree of continuity to ensure that there is a settled purpose other than to obtain free public education.

**Required of parent or legal guardian\* - ONE of the following to demonstrate residency:**

□ Long-term Tenancy agreement – showing name and address

□ Property purchase agreement - showing name and address

□ Income Tax statement – showing name, address, and province of residency

□ Property tax statement - showing name and address

□ Proof of employment for a minimum of 20 hours per week (e.g. pay stub, letter from the employer, employee ID card)

**AND provide TWO of:**

□ Utility bill

□ BC Driver’s Licence or Enhanced BC Driver’s Licence

□ BC ID

□ BC vehicle registration

□ Canadian bank account statement – showing name and address

□ Canadian credit card statement – showing name and address

□ Proof of current school year membership in a local community organization

**GUARDIANSHIP\***

Required of parent or legal guardian\* - one of the following to demonstrate guardianship:

□ Paper birth certificate – parents are named

□ Income Tax statement – children are declared

□ Parent’s Confirmation of Permanent Residency or Record of Landing or valid Immigration Canada documents – children are named

□ If parents live separately, court order or written agreement granting care to accompanying parent

□ If not the parent, guardianship must be by will in accordance with the Infants Act or court order in accordance with the Family Relations Act.