



School District No. 43 (Coquitlam) STUDENT REGISTRATION FORM

Date of Application: _____

REGISTRATION INFORMATION

Student's Legal Name: _____
Last First Middle

Verified by: Birth Certificate Passport Citizenship Card

Student's Preferred Name: _____
(if different from above) Last First Middle

Student Date of Birth: / / **Gender:** Male Female **Preferred Gender:** **Grade:**
DD MM YYYY

Address: _____
City Postal Code

Document provided to confirm address: _____

Siblings in attendance at this school:

Name: _____ **Grade:** _____

Name: _____ **Grade:** _____

CITIZENSHIP

Canadian Citizen Permanent Resident International Student Refugee

Aboriginal Ancestry: Yes No Status Non Status Metis Inuit

Birthplace: _____
City Province Country

Language(s) spoken at home: _____

Name of last school attended: _____ **Grade:** _____

Out of Country Out of Province Out of District In District

PARENT/GUARDIAN CONTACT INFORMATION

Parent/Guardian Name #1 : _____

Lives with Student: Yes No **Relationship to Student:** Parent Guardian **Other:** _____

Mailing address : _____
(if different from student address) City Postal Code

Parent/Guardian Email(s): _____

Telephone: Day: _____ Evening: _____ Cell: _____

PARENT/GUARDIAN CONTACT INFORMATION CONT'D
Parent/Guardian Name #2 : _____

Lives with Student: Yes No **Relationship to Student:** Parent Guardian **Other:** _____

Mailing address: _____
(if different from student address) City Postal Code
Parent/Guardian Email(s): _____

Telephone: Day: _____ Evening: _____ Cell: _____

Please indicate if the school administration should be aware of any custody or court order information for the protection of your child.

 Yes No If yes, please make arrangements to discuss this situation with the school administration

EMERGENCY CONTACT INFORMATION
Emergency Contact Name #1 : _____ **Relationship to Student:** _____

Telephone: Day: _____ Evening: _____ Cell: _____

Emergency Contact Name #2 : _____ **Relationship to Student:** _____

Telephone: Day: _____ Evening: _____ Cell: _____

Emergency Contact Name #3 : _____ **Relationship to Student:** _____

Telephone: Day: _____ Evening: _____ Cell: _____

MEDICAL INFORMATION

Are there any particular medical problems your child may be experiencing which their teacher should be aware of? If yes, please complete the District Medical Alert form provided by school.

Doctor's Name: _____ **Telephone #:** _____

Personal Health Care Number: _____

OFFICE USE ONLY
Admission Date: _____ **Citizenship Code:** _____

Student has an IEP (Individualized Education Plan): Yes No **Homeroom Assigned:** _____

Student ID #: _____ **PEN:** _____

Information collected for students is collected under the authority of the School Act, Sections 13 and 79. The information will be used for educational program purposes and, when required, may be provided to health services, social services or other support services as outline in Section 79 (2) of the School Act. The information provided on this form is protected under the Freedom of Information and Protection of Privacy Act. Questions about the collection and the use of this information should be directed to the principal of the school or the Information & Privacy Officer, School District #43, 550 Poirier Street, Coquitlam, BC V3J 6A7 Phone: 604-939-9201.

I hereby declare that I have read and understood the information contained on this form and the information I have provided is correct.

 Date

 Parent/Guardian Signature

DOCUMENTATION REQUIRED FOR REGISTRATION OF ALL SCHOOL AGE STUDENTS
SCHOOL FUNDING ELIGIBILITY "CHECKLIST"

In accordance with the School Act Section 82, Ministry of Education policy, and school district AP's 300 and 302, a student is eligible for a provincially funded education if Custodial Parent(s) or Legal Guardian(s)* meet residency requirements. Students who are ordinarily resident in BC and whose Custodial Parent or Legal Guardian* is ordinarily resident in BC, and are enrolled in a program in School District No. 43 (Coquitlam) are eligible for Ministry funding. Please review original documents, check the appropriate boxes of the checklist, have it verified and signed by the Principal or designate, and keep a copy in the student's G4 file.

STATUS IN CANADA required by **Custodial Parent or Legal Guardian*** and **Child**:

Custodial Parent or Legal Guardian*:

One of:

- Canadian birth certificate
- Canadian passport
- Canadian Citizenship card
- Confirmation of Landed Immigrant **or** Permanent Residence (8-1/2 x 14" sheet) **and** passport
- Permanent Resident Card (front and back)
- Status Indian documentation
- Nexus Card with Citizen listed as CAN (Canadian)

Or One of:

- Work Permit valid for a year or more **and** proof of employment (minimum 20 hours per week shown on current 3 paystubs) **and** passport
- BCPNP signed performance agreement **and** Confirmation of Eligibility Issued by the Province **and** Work Permit valid for a year or more **and** a passport
- 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** statement of tuition paid **and** program schedule **and** passport (Permit cannot be for high school upgrading or ESL unless required for acceptance into the afore-mentioned programs, for one year only, and the institution is BC-EQA)
- Diplomatic Status

Child:

One of:

- Birth certificate
- Passport
- Canadian Citizenship card
- Confirmation of Landed Immigrant and Permanent Residence (8-1/2 x 14" sheet) **and** passport
- Permanent Resident Card (front and back) **and** passport
- Status Indian documentation
- Refugee Claimant Documentation conferring status – if child has own documents, parent documents not required
- Parent Work **or** Study Permit that indicates child accompanying

RESIDENCY required of **Custodial Parent or Legal Guardian*** - Custodial 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:

One of:

- Long-term Tenancy agreement - showing name and address
- Property purchase agreement - showing name and address
- Income Tax statement - showing name 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)

And 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 organization

GUARDIANSHIP** required of **Custodial Parent or Legal Guardian:

One of:

- 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 named on document
- If parents live separately, court order or written agreement granting care to accompanying parent
- If not the parent, the legal guardianship* must be by will in accordance with the Infants Act or court order in accordance with the Family Law Act in British Columbia
- Child in Care

Declaration of Registration Documentation - The above documents have been verified by the Principal or designate: