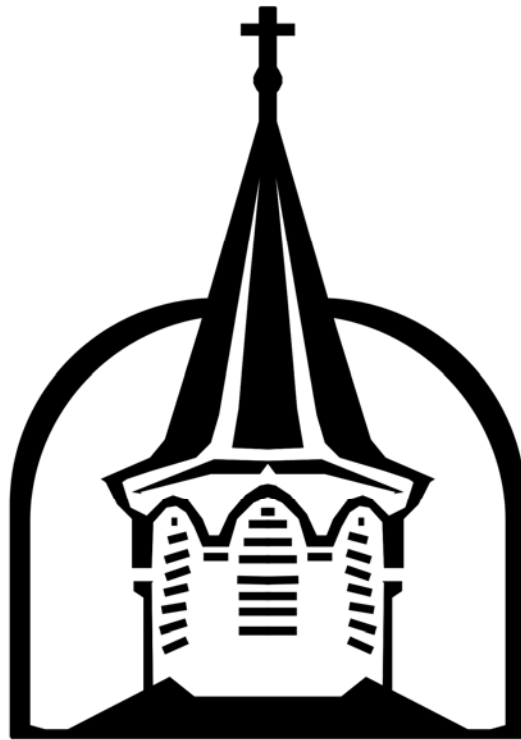


# *St. Edmund's Elementary School*

535 Mahon Avenue  
North Vancouver BC V7M 2R7  
Website – [www.stedmunds.ca](http://www.stedmunds.ca)  
Telephone (604) 988-7364  
Fax (604) 988-7350



*Application for Registration  
International Students  
2011/2012*

## **Welcome to St. Edmund's Elementary School**

St. Edmund's School is the oldest Catholic School on the North Shore, having opened in 1911. At St. Edmund's Elementary, we want to ensure that your child's school experience is a happy one. We will be diligent in creating a Christ-centred environment that stimulates personal development, stresses academic achievement, and offers students a well-rounded extra-curricular program.

Our school provides instruction in the following areas: Language Arts, Mathematics, Science, Social Studies, French, Technology, Library Skills, Physical Education, and Religion. The government-mandated Heath and Personal Planning Course is integrated into our religion program, so those outcomes are taught from a Catholic perspective. Our Fine Arts program includes Music, Art, and (at the intermediate level) Drama.

As mentioned earlier, a well-rounded extra-curricular program is a crucial element in a balanced education. At St. Edmund's, the extra-curricular program focuses on Fine Arts and Athletics. In the area of Fine Arts, students have the opportunity to join the school choir, speech arts, or the after school art club. The school choir is curricular for Grades 1 and 2, and extra-curricular for grades 3 to 7.

However, our central focus as a Catholic School St. Edmund's Elementary shares in the mission of the church to proclaim and build the Kingdom of God. As a faith community, we are committed to excellence in Catholicity and in all areas that promote the development of the whole child to his or her full potential. Our focus is to develop Christian leaders, responsible citizens, and life-long learners.

Our school is located in North Vancouver, down lower Lonsdale and close to the water. It is a small, intimate, multicultural community where everyone knows everyone. At St Edmund's we are fortunate to have students from many varied backgrounds. We appreciate the contribution International Students can bring to our school. Thank-you for considering St. Edmund's Elementary School for your child's education.

Michael Field  
Principal

## **Application for International Students**

### **International Students may apply as a:**

1. Full time, long term International Student for a full school year
2. Short-term International Student (for a minimum of three months)

St. Edmund's School offers a fully accredited Kindergarten to Grade 7 curriculum as defined by the Ministry of Education of the Province of British Columbia and the Catholic Independent Schools of the Vancouver Archdiocese.

To apply for admission to St. Edmund's International Students must submit the following:

1. Application form completed and signed by parent
2. Signed statement of commitment
3. Application Fee \$90 (non-refundable)
4. Report Card / Transcript of last grade attended translated into English
5. Birth Certificate
6. Current passport
7. Affidavit for Canadian Guardianship / Custodianship papers
8. Proof of medical insurance
9. Student Visa / Study Permit if already residing in Canada (please read below)

*If your application is accepted, an acceptance letter will be sent to the applicant. The applicant should use this letter when applying for a Student Visa at the nearest Canadian Immigration Office (this process can take 6-8 weeks). A copy of the Student Visa must be sent to St. Edmund's School as soon as it is received.*

Additional details are included in the package. Please contact us if you have any questions about our school. We look forward to providing your son or daughter with a quality and enjoyable education. Thank you for your interest in St. Edmund's Elementary.

Mr. Michael Field - Principal  
**St. Edmund's Elementary School**  
**535 Mahon Avenue**  
**North Vancouver BC V7M 2R7**  
**Phone: 604-988-7364**  
**FAX: 604-988-7350**  
**Email: [office@stedmunds.ca](mailto:office@stedmunds.ca)**  
**Web Site: [www.stedmunds.ca](http://www.stedmunds.ca)**

## **Details and Conditions for International Students**

### **1. Long Term International Students**

Long-Term International Students are accepted for a year of regular study. They will be enrolled in a class and participate in the regular instruction.

### **2. Short Term International Student Program**

Short-Term International students will attend for at least three months of study. (See notes below.)

**Short Term programs** are designed for international students who wish to develop English as an additional language. The objective is to provide a total immersion environment in which to develop communicative competence in English. Program activities include regular classroom instruction, class field trips, extra-curricular activities and school based socio-cultural activities where students can learn and apply their language skills in a natural communicative setting.

As this short term program is intended for visiting students, short-term International students will be auditing classes and will not receive a school report card. They will receive a certificate of participation on completion of their stay. Students will participate in regular classroom lessons and activities, wherever possible. Short term international students are not registered with the Ministry of Education of British Columbia.

International Student spaces may be available at grade levels 4, 5, 6 and 7. The number of students per grade will vary according to the needs of the students and school. *Younger students will be considered only if living full time with a parent while in Canada.* The Prerequisites are: a \$90 Registration fee, proof of a current passport, a study permit, medical insurance, and custodianship papers. Please see the checklist in the first section for complete details.

### **Conditions:**

While attending St. Edmund's School, International Students must be legally present in Canada. All students must have a valid Study Permit, as well as a parent or custodian who will make decisions regarding their well being while they attend St. Edmund's Elementary. While in Canada students must maintain private medical insurance provided through an agency approved by the school. It is the responsibility of the sponsoring agency or parents to ensure these conditions are met.

School personnel will assign students to a particular class for the duration of the school year or the duration of the short term stay.

## International Student Fee Schedule: St. Edmund's School

<b>Fee</b>	<b>Due Date</b>	<b>Amount</b>
1. Application Process (non-refundable)	Payable with Application	\$90
2. Activity Fee	Payable on Acceptance	\$275 (\$370 for Gr. 7 students)
3. Tuition Deposit	Payable on Acceptance (counts for first month's tuition)	\$1000
4. Tuition Fee (for the remaining months)	Balance payable by September 1 or by first day of attendance for complete stay.	\$1000 per month (past the first month)
5. Home-Stay* *The school will assist in finding a homestay family, but does not guarantee finding homestay placement	Payable to Home-Stay Family	\$700 per month

### Activity Fee:

The activity fee includes the following:

<b><i>Field Trips / School Activities:</i></b>	\$25 (\$120 for Gr. 7)
<b><i>Uniform:</i></b>	\$200
<b><i>School Supplies:</i></b>	\$50
<b>TOTAL</b>	<b>\$275</b> <b>(\$370 for Grade 7)</b>

### **Additional Costs:**

Students will be responsible for additional uniform costs (beyond \$200), as well as the cost of the Outdoor school trip that Grade 6 & 7 students take every second year.

**Refund Policy:**

In the event a student does not come to Canada or decides to leave St. Edmund's School for personal reasons, a refund request must be made in writing. The following refund policies will apply to all students.

1. Full refund, less the \$90 application fee, if the student is not approved for a study permit by Canadian Immigration. (Student must include a letter of rejection from the High Commission).
2. The Application Fee (#1), Activity Fee (#2) and Tuition Deposit (#3) are forfeited if the student withdraws prior to the first day of their initial month at the school. Any tuition paid over and above the Tuition Deposit (#3) will be refunded.
3. No refund of any fees if the student withdraws after completing the first calendar month of the program.
4. No refund if the student is found to be in violation of school rules.
5. A student who receives Landed Immigrant Status mid year (October – June) will still be subject to the international student fee structure for the remainder of the school year.

**We hereby agree to the Terms and Conditions as outlined in this document. We also agree to abide by the policies and guidelines of St. Edmund's School and to abide by the signed Statement of Commitment.**

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Parent Signature

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Date



# St. Edmund's Elementary School International Student Application

535 Mahon Ave, North Vancouver, British Columbia V7M 2R7  
Tel (604) 988-7364 • Fax: (604) 988-7350

Application for: Full Time: \_\_\_\_\_ Short Term: \_\_\_\_\_ Group: \_\_\_\_\_

Dates Applied for: Months \_\_\_\_\_ Year \_\_\_\_\_

Student's Legal Family Name \_\_\_\_\_ Legal First Name \_\_\_\_\_ Legal Middle Name(s) \_\_\_\_\_

Student's Usual Family Name \_\_\_\_\_ Usual First Name \_\_\_\_\_ Usual Middle Name(s) \_\_\_\_\_

Birth date: \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Parents' Name(s): \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Country: \_\_\_\_\_ Citizenship \_\_\_\_\_

Visa Type: Study Permit \_\_\_\_\_ Visitors \_\_\_\_\_

Student to enter Grade: \_\_\_\_\_ Religion of Family: \_\_\_\_\_

Current School: \_\_\_\_\_  
(Name of School and address)

Grade or Level Completed: \_\_\_\_\_ Years of English Studies: \_\_\_\_\_

Canadian Guardian's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Signed affidavit for guardianship attached (if not parent)

In medical emergency contact Dr. \_\_\_\_\_

Student B.C. Medical Insurance Number: \_\_\_\_\_

Proof of Medical Insurance attached

If your child is at risk from allergies or has a medical condition, please inform us below.

Medical Alerts: \_\_\_\_\_

**To the best of my knowledge, all information on this application is correct. If admitted to St. Edmund's Catholic School, I agree to abide by its policies and regulations.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



**St. Edmund's  
ELEMENTARY SCHOOL**

535 Mahon Ave, North Vancouver, British Columbia V7M 2R7  
Tel (604) 988-7364 • Fax: (604) 988-7350

**PARENT / GUARDIAN STATEMENT OF COMMITMENT**

***SCHOOL COPY***

**Family Name:** \_\_\_\_\_

**PHILOSOPHY**

“Motivated by a Christ-centred vision of humanity and human history, our school promotes the formation of the whole person. Such formation embraces not only intellectual, but also physical, emotional, moral and spiritual dimensions of human growth. Intellect, emotions, creative ability and cultural heritage have a place in the life of the school. Human knowledge and skills are recognized as precious in themselves, but find their deepest meaning in God’s plan for creation.” From **PHILOSOPHY OF EDUCATION FOR CATHOLIC SCHOOLS IN THE PROVINCE OF B.C.** by Catholic Bishops of B.C.

Partners (home, school, parish) in Catholic Education must work together to provide an environment where faith and learning go hand in hand leading young people to be the best they can be.

The following statements support the goals and philosophy of our Catholic school and need to be accepted and supported by all members of the community. **Read them carefully. They ask you to make a commitment to the values and ideals of our school community.** If you have any questions or concerns regarding this commitment form, please bring them to the Principal, Pastor or the Chairperson of the Parish Education Committee who will gladly discuss them with you.

By returning the signed statement with your completed application, you accept the responsibility of this commitment.

- a) Parents and guardians agree that they and their families will exhibit conduct consistent with Catholic denominational standards. The determination of whether any conduct contravenes these standards is the right of the Board of Directors of the Catholic Independent Schools of Vancouver Archdiocese
- b) All students are required to participate in our religious education curricular and co-curricular programs including liturgical celebrations, retreats, prayer, etc.
- c) Parent/Guardians are expected to support the Religious Education Program and participate in it as required (i.e.: Grade 7 students will participate in Sunday Mass and write a journal as part of the Grade 7 Confirmation program). **All** students will participate in school Masses.

- d) Regular school attendance and full participation in all aspects of the academic program of the school are required of every student. Each student is expected to strive toward the development of his/her full academic potential.
- e) **Each family is expected to support and participate in the fund-raising activities of the parish/school. This means each family shares in the responsibility of educating our Catholic children.**
- f) Each student is expected to know and follow school policies on behaviour.
- g) Parents/Guardians are expected to know and support school policy and procedures.
- h) **Parents/Guardians are expected to attend the Meet The Teacher Night and the Annual General Meeting, which will focus on the philosophy and goals of our school. Attendance at both of these meetings is mandatory for at least one parent / guardian.**
- i) Parents/Guardians agree to accept the responsibility for the cost of tuition, supplies and other school activities.
- j) If any of these conditions are not met the school reserves the right to: refuse admission, or remove the student from the school.
- k) **Please sign both copies. Keep one and return the other with your application.**

***Please sign and return with your school registration.***

**I have read and understand the above expectations and commitments and I hereby accept them as stated.**

---

**Parent/Guardian's Signature**

**Date**

**RETURN THIS COPY TO THE SCHOOL WITH YOUR REGISTRATION PACKAGE**



**St. Edmund's  
ELEMENTARY SCHOOL**

535 Mahon Ave, North Vancouver, British Columbia V7M 2R7  
Tel (604) 988-7364 • Fax: (604) 988-7350

**PARENT / GUARDIAN STATEMENT OF COMMITMENT**

***FAMILY COPY – please retain for your records***

Family Name: \_\_\_\_\_

**PHILOSOPHY**

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**I have read and understand the above expectations and commitments and I hereby accept them as stated.**

---

**Parent/Guardian's Signature**

**Date**

**RETAIN THIS COPY FOR YOUR RECORDS!**



# Saint Edmund's Elementary School

535 Mahon Avenue • North Vancouver • B C V7M 2R7 • Tel: (604) 988-7364 • Fax (604) 988-7350

Please check if included	<b>REQUIRED FORMS / DOCUMENTS for INTERNATIONAL STUDENTS</b> <i>(Please make sure you complete and sign all forms.)</i>	
	1. Application Form	Make sure all required information is correct and complete
	2. Documents <ul style="list-style-type: none"> <li>• Recent Report Card / Transcript <i>(must be translated)</i></li> <li>• Birth Certificate</li> <li>• Passport</li> <li>• Baptismal Certificate (if applicable)</li> <li>• Immunization Record</li> <li>• Proof of Medical Insurance enrollment</li> <li>• Visa Documents (if available)</li> </ul>	Original Documents must be presented. We will make copies of originals.
	3. Family Statement of Commitment Form (Both Copies)	Please keep one copy on file
	4. Parental / Custodianship Form	Please include documentation for Custodianship if the child is not living with a parent

Please check if included	<b>SCHEDULE OF FEES</b> (All cheques are payable to St. Edmund's School) Please include the full name & grade of the student on each cheque.		
	FEE	AMOUNT	DATE OF CHEQUES
	1. Application Fee This is non-refundable	\$90 per child	Cheque dated on day of submission of application
	2. Activity Fee	\$275 (\$370 for Gr. 7 students)	Cheque dated on day of acceptance
	3. Tuition Deposit Counts for the first month of tuition	\$1000	Cheque dated on day of acceptance
	4. Tuition Fee Total tuition includes #3 – tuition deposit	\$1000 per month	Full balance payable by Sept. 1 or before first day of attendance.
	5. Home-Stay Fee	\$700 per month	Balance payable by Sept. 1 or before first day of attendance

**NOTES: (for office use)**

Forms received by: \_\_\_\_\_ Initials: \_\_\_\_\_ Date: \_\_\_\_\_