



International Student Services

5210 – 61 Street
 Red Deer, Alberta T4N 6N8
 Telephone: 403-343-1055 Fax: 403-347-6410
 Email: international@rdcrs.ca

STUDENT APPLICATION

Please complete all parts of this application.				
PERSONAL STUDENT INFORMATION			CUSTODIAL PARENT/GUARDIAN IN CANADA (if known)	
Last Name (legal):			Last Name (legal):	
First Name (legal):			First Name (legal):	
Preferred English Name (A.K.A):			Mailing Address:	
Date of Birth	Day:	Month:	Year:	Age:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female			City:	
Please check appropriate statement:			Province/State:	
<input type="checkbox"/> Student is baptized Catholic	<input type="checkbox"/> Both parents are Catholic		Country:	
	<input type="checkbox"/> Only one parent is Catholic		Telephone:	
	<input type="checkbox"/> Neither parent is Catholic		Email Address:	
PROGRAM INFORMATION				
Citizenship:			Program for which you are applying:	
Passport Number:	Passport Expiry Date:		<input type="checkbox"/> Kindergarten – Grade 5	
			<input type="checkbox"/> Grade 6 - 9	
			<input type="checkbox"/> Grade 10-12	
Student Visa Number:	Student Visa Expiry Date:		<input type="checkbox"/> St. Gabriel Online School	
Study Permit Number:	Study Permit Expiry Date:		What is your level of English?	
			<input type="checkbox"/> Beginner <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	
Current Grade:			Provide name, address, county, phone number of last school attended:	
Fluent Languages:	<input type="checkbox"/> English	<input type="checkbox"/> Other		
Student Email Address:				
NATURAL PARENT/GUARDIAN INFORMATION			How did you find out about Red Deer Regional Schools International Student Services Program?	
Father's Name:				
Mother's Name:			<input type="checkbox"/> Agent	
Mailing Address:			<input type="checkbox"/> Handout or brochure	
			<input type="checkbox"/> Social Media	
			<input type="checkbox"/> Student Fair	
			<input type="checkbox"/> Website	
			<input type="checkbox"/> Word of Mouth	
City:		Province/State:		
Medical Insurance is Mandatory in Canada				
Will you require medical insurance through Red Deer Catholic International Services?				
<input type="checkbox"/> Yes <input type="checkbox"/> No				
If No, please provide name of company providing Insurance (copy of policy required):				
Date of Birth – Father:			Date of Birth – Mother:	
Home Telephone:				
Email Address:				

LEGAL CUSTODIAN

All students under the age of 18 and are in our program require a legal custodian while studying at Red Deer Catholic Regional Schools. A legal custodian is a Canadian citizen or a permanent resident residing in Canada that is over the age of 19.

Will you be arranging legal custodianship for your international student, independent of Red Deer Catholic Regional Schools? Yes No

If you said no to the question above:

Delegation

I delegate the powers and duties set out below to the International Student Services Program Manager at Red Deer Catholic Regional Schools, who is a permanent Canadian citizen and 19 years of age and over.

A Custodian for my Child

The delegation expires when revoked, replaced or when this child is removed from the care of the Custodian.

Powers and Duties

The Custodian in Canada will decide on Homestay placement and may appoint an alternate caregiver who will:

- Decide about daily routines. This authority includes providing behavioural control and discipline.
- Decide about recreational activities.
- Decide about cultural activities.
- Consent to ordinary medical or dental care. This authority includes inoculations, examinations, treatment for minor illnesses and injuries and other procedures that are performed routinely that do not require hospitalization, surgery or general anesthetic.
- **PLEASE NOTE:** The caregiver has the authority to admit the child to the hospital, but not to authorize any treatment or tests, except in accordance with the following clause: "Consent to emergency treatment or surgical procedures. This authority includes immediate measures necessary to preserve the child's life, health or physical well-being. The authority must be used only if contacting the parent(s) will delay treatment enough to endanger the child's life. After consent is given, the caregiver must advise the Red Deer Catholic Regional School's Homestay Facilitator, as soon as possible."
- Consent to obtaining recreational license and permits. **THIS AUTHORITY DOES NOT INCLUDE FIREARMS PERMIT OR DRIVERS LICENSE.**

Date

Signature of Natural Parent or Legal Guardian

NOTICE TO PARENT/GUARDIAN OF RELIGIOUS PERMEATION

The Alberta Human Rights Act requires a school board to give notice to a parent or guardian when courses of study, educational programs, instructional materials, instruction or exercises include subject matter that deals primarily and explicitly with religion.

All of the schools in this district are Catholic Separate Schools, the essential purpose of which is to fully permeate Catholic theology, philosophy, practices and beliefs, the principles of the Gospel and teachings of the Catholic Church, in all aspects of school life, including in the curriculum of every subject taught, both in and outside of formal religion classes, celebrations and exercises.

Every course of study and educational program, all instructional materials, instruction, and exercises will at all times include subject matter that deals primarily and explicitly with religion.

Date

Signature of Natural Parent or Legal Guardian

GENERAL RELEASE WAIVER

1. I agree to indemnify and hold harmless Red Deer Catholic Regional Schools (RDCRS), its elected officials and officers, employees, agents, volunteers, and representatives or any of them, from any claims, demands, expenses, costs (including legal costs), suits, debts, liabilities and causes of action for which they may become liable as a result of any personal injury or property damage that I or the student case or contribute, or are held responsible for, jointly or severally, in connection with the student's participation in study in Canada and from any financial obligations which I or the student may incur.
2. We understand that RDCRS is not responsible for any loss or injury suffered by the applicant during periods of travel and study. If the applicant becomes ill or incapacitated, RDCRS may take such actions as it considers necessary, including securing medical treatment and transporting the applicant home at his/her own expense. We release RDCRS from all liability related to such actions. We understand that the applicant's participation in the program may be terminated without any refund of fees and that the applicant may be sent home at his/her expense if he/she does not adhere to the school or RDCRS rules, standards and instructions.
3. We fully understand the refund policy of RDCRS International Student Services Program. We understand that RDCRS shall not be held liable for losses or expenses as a result of the Board being able to provide education owing to labour disputes or other causes beyond its control.
4. I certify that all the information provided on and within this application is complete, factually accurate and honestly represented. I further understand that the information furnished on this application, together with information and materials of any kind received by Red Deer Catholic International Student Services from any source, become the property of RDCRS International Services Program and cannot be returned.

I have read the above. I fully understand what is being stated and I am in agreement with it.

Date

Signature of Natural Parent or Legal Guardian

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY PROVISIONS

The information collected on this form as part of the school registration process is personal information as referred to in the Freedom of Information and Protection of Privacy (FOIP) Act, which became effective for Alberta School Jurisdictions on September 1, 1998. This personal information is collected pursuant to the provisions of the School Act and its regulations and to section 33(c) of the FOIP Act as the collection is related directly to and is necessary to a school board's obligation to provide students with an education program that meets their needs and to provide a safe and secure school environment. The FOIP Act requires that parents/guardians be advised of the collection and use of personal information that is not authorized under the School Act. This includes many activities that are part of normal school community interaction, such as:

1. Student name, write-ups, photos and/or videos of classroom and school activities that are taken and used in the school calendar, school yearbook, school orientation guide, school program brochures, school newsletters, or for other purposes within the school, as well as video monitoring used in schools and buses;
2. Individual photos, class and team photos that are taken and used within the school;
3. Student name and description of activities that are used in the school newsletter and other school communications;
4. Student names that are included in an honour roll listing, birthday recognition listing (including announcement on PA system), student achievement awards, and graduation roll, within the school;
5. Release of student names to the news media as part of a graduation list, honour roll or the promotion of a positive school program;
6. Media photographs, audio and/or videos of classrooms and school activities, where individual students cannot be identified, may be taken and used by the media;
7. Student names that are used on artwork, written material, or other items to be displayed in the school;
8. The use of student names, related contact information and phone numbers for attendance checks, school activities; or use by classroom representatives, school council or Parishes;
9. The use of student names and academic information necessary for determining eligibility or suitability for provincial, federal or other types of awards or scholarships in the event the board applies on a student's behalf;
10. The collection of a child's baptismal certificate, parent baptismal record and Parish affiliation for use in First Communion, Reconciliation, Confirmation, CIC will be shared with Parishes;
11. Distribution of student name, birthdate, address and phone number, and the name, address and phone number of the student's parent or guardian, to Alberta Health Services for purposes of immunization, speech language therapy and/or communicable disease control;
12. Release of student information to Alberta Justice officials for the purpose of administering the Young Offender's Act, or for carrying out programs under the Act;
13. For those students eligible for Francophone education (Section 23 of the Canadian Charter of Rights and Freedoms), release of their student information to Francophone Education Regions;
14. Student lockers are the property of the Red Deer Catholic Regional Schools and are subject to search at any time, without notice, by the school administration or the R.C.M.P.;
15. Student email accounts administered by the Red Deer Catholic Regional Schools are subject to the examination of Division personnel, without notice, when deemed necessary by the school administration;
16. Other similar activities within the school.

PUBLIC EVENTS: Note that school events, which are open to the public, are not subject to the conditions of the FOIP Act. These events may include general assemblies, concerts, school plays, academic focused activities and athletics. The general public, parents, and media may be in attendance and are allowed to take photographs, videos and conduct interviews, without first obtaining consent. (It is not expected that the general public or parents will conduct interviews). Please note that photos and/or videos of school activities that are open to the general public may be taken and used for purposes within and outside of the school. The school may not restrict such activity at public events.

The media are expected to behave responsibly and cooperate with schools within the realm of mutually agreed upon guidelines and protocol.

Throughout the school year, there will be opportunities for television, radio, newspaper, community organizations and the Division to be invited to the school to provide outside coverage of events and programs not included in the **PUBLIC EVENTS** category listed above.

Also, throughout the year, there may be opportunities to display your son/daughter's artwork and/or other forms of schoolwork at locations outside of the school (i.e. Old Court House gallery, malls). Your signature below

- A. (Parent/Guardian) will indicate approval for your son/daughter named on this registration form to be involved with any of the *following* activities on the occasion when the associated event or situation to be covered is not included in the public domain category described under **PUBLIC EVENTS** above.
Photographs/interviews/videos taken by the media, approved community organization, or School Division, where individual students are identified/named.
- B. Student work, accomplishments to be displayed, recognized or reproduced outside of the school (i.e. Signed artwork, creative writing, Student of the Day, or academic presentations such as Science Fair).
- C. Publication of your son/daughter's name, photograph and/or school work on the Division and schools' websites and social media.
- D. Photographs/interviews/videos or anecdotal comments where individual students are identified, for use as part of Division marketing initiatives for the International Student Services Program. These images may be published on the Division website and Division approved Websites, social media and in materials used for international program promotion. The permission for the use of these images extends beyond the student's registration and attendance in schools and can be used even though the student is no longer enrolled in the Red Deer Catholic Regional Schools.

Field trips within the city limits do not require individual consent. However, information on such trips will be communicated home in advance. (Please note that a separate consent will be required for each individual out of town field trip or classroom program).

Information relating to these student work/recognition activities will be communicated to the home in advance.

I hereby give consent for my child to participate in the activities listed above (Items A – D)

Date

Signature of Natural Parent or Legal Guardian

If you have any questions or concerns regarding the collection of information, or intended use of information, please contact Mr. Rod Steeves, Secretary Treasurer, at the Red Deer Catholic Regional Schools office, 1-403-343-1055.

INTERNATIONAL SERVICES PARTICIPATION AGREEMENT

Students and their parents participating in the Red Deer Catholic International Services Program recognize that they must agree to abide by the conditions of this Participation Agreement:

1. The students must obey the laws of Canada, the Province of Alberta and follow the rules, guidelines, and policies of Red Deer Catholic Regional Schools (RDCRS) and the school in which the student is enrolled.
2. The student must follow all specific school and Division regulations regarding attendance, course responsibilities, and behaviour. The student must attend school on a daily basis and adhere to school-based attendance policies.
3. The following specific rules apply to all international students:
 - Students are **not** allowed to possess, purchase or use illegal drugs.
 - Students are **not** allowed to possess, purchase or drink alcoholic beverages.
 - Students are **not** allowed to purchase, possess or shoot guns or have weapons of any type.
 - Students are **not** permitted to drive any motor vehicle while participating in the program.
 - Students must **not** participate in any sexual contact or activity that is inappropriate.

An infraction of the above rules may result in immediate dismissal from the program.

1. By law, students are not permitted to purchase tobacco products.
2. Students must always be aware of their responsibility as international students and make a determined effort to represent their country in a positive manner.
3. Students should make an effort to immerse themselves into the Canadian culture.
4. Students are **not** permitted to visit such places as pornographic shops, adult theatres or drinking establishments.
5. The student's reports on attendance, academics, and emotional/psychological concerns can be shared with parents, custodian, school and Division personnel in order to provide the necessary guidance and assistance for student success.
6. The student and family acknowledge that based on the information in the application, RDCRS has the right to make educational decisions, including placement and program selections in the best interest of the student within the available resources.
7. The student and family understand and agree that inaccuracies in the application or failure to abide by the above conditions may result in immediate dismissal from Red Deer Catholic International Student Services Program without refund of fees. If it is determined by the program that the student's education needs are greater than disclosed in the application, Red Deer Catholic International Student Services Program can send the student home at the parent's expense.

I have read the above. I fully understand what is being stated and I am in agreement with it.

Date

Signature of Natural Parent or Legal Guardian

RED DEER CATHOLIC REGIONAL SCHOOLS HOMESTAY PROGRAM INFORMATION

Homestay Application Process:

Yes, I am interested in RDCRS Homestay Program No, I have made alternate arrangements

If the answer is yes, please see below:

Student and parents that are participating in the RDCRS Homestay Program agree to the following:

1. Students must show respect for their host family and act as a member of the family by following family rules and voluntarily helping with chores.
2. Students should not discuss their host family's private affairs with others.
3. Students may not participate in any activities that could result in personal harm, such as sky diving, bungee jumping, parachuting and hang gliding.
4. Students will be financially responsible for all international calls. All calls must be billed collect. Homestay families may limit international calls if they feel they are in excessive.
5. Students should limit the number of email communication to their parents and friends. Internet access is at the discretion of the host family.
6. Students cannot change host families and schools without the approval of the Program Manager and/or Homestay Program. Issues with homestay placement must first be discussed with the host family and then referred to the Homestay Coordinator. School issues should be referred to the international coordinator at the school.
7. Students should always make their host family aware of their whereabouts. Students wishing to travel outside their designated community must first receive permission from their natural parents and the Homestay Program and Program Manager of the RDCRS International Student Services Program. A minimum of one week notice is required before approval will be granted. Students will not be allowed to travel outside of their designated community unless they are with the school, host family or authorized adult.
8. Students must show respect for all International Program representatives and adhere to the International Program Policies and Procedures.

Continuous failure to abide by any of the above regulations will result in removal from the RDCRS International Student Services Program.

Date

Signature of Natural Parent or Legal Guardian

Homestay Application: please fill out the form by going online to

<https://secure.canadahomestayinternational.com/portal/portal/agents/student-registration2?banner=false&customBanner=reddeer.jpg&customQuestions=true&clientId=317>.

As part of our RDCRS International Student Services Program, we offer students a chance to live with an English-speaking family in order to gain a better understanding of Canadian lifestyles and value. Our homestay families provide a loving family environment in which our international students can achieve positive personal growth and academic excellence. Requests to place students with Catholic families can only be accommodated if Catholic homestay placements are available. Every effort will be made to honour such requests, but cannot be guaranteed.

Homestay Fees:

- Non-refundable Homestay Placement Fee: \$500.00 payable with application form.
- Monthly Homestay Fee: \$780.00 per month payable in lump sum for each semester or prior to the first of each month.
 - Extra days before September 1 and after June 30 are \$25.00 per day payable to Red Deer Catholic Regional Schools.

PROCEDURE OF PAYMENT OF FEES

Application Fee: \$200.00 Canadian, non-refundable, payable upon submission of Student Application Form.

Tuition Fee: \$5450.00 per semester and must be paid by September 1 and February 1 of each semester or by September 1 if the student is enrolling for a complete school year. No refunds will be made after October 1 or March 1.

Are your Parents/Guardians responsible for payment of your tuition fees?

Yes No

If NO, please provide information of person paying for the Program:

First Name: _____ Last Name: _____

Mailing Address: _____ City: _____ Province/State: _____

Country: _____ Postal/Zip Code: _____

Telephone: (____) _____ Fax: (____) _____ Email Address: _____

School and Program Fees:

School fees **are** included in the tuition fees. School fees include text books rentals, etc. Some program and all transportation fees **are not** included in tuition fees.

Homestay Placement/Monthly Fee:

The Homestay placement fee of \$500.00 is payable when submitting the Homestay Application fee. Monthly Homestay fees must be paid to the Homestay Parent or RDCRS before the first day of each month or in a lump sum for each semester prior to the beginning of the school term.

Medical Insurance Fees:

Medical insurance must begin prior to the student's arrival in Canada. Payment of medical insurance arranged by RDCRS must be received prior to arrival in Canada.

Fee Payment Methods:

Arrange for the payment of all fees (Application Fees, Homestay Placement Fees, Homestay Fees, Insurance and Tuition).

Fees, using one of the following methods). Indicate method of payment:

Bank Transfer: Arrange for your bank to transfer the funds to our bank:

Red Deer Catholic Regional Division No. 39, TD Canada Trust, 4902 Gaetz Avenue, Red Deer, AB T4N 4A8

Phone: 403-340-7400 Fax: 403-340-7450. Branch No. 89609 Account No. 0897-5205169. Swift number for transfer is TDOMCATTOR and the transfer number is 89609. **OR**

Send a bank draft or money order directly to RDCRS for tuition fees and Homestay costs (where applicable, attach a copy to your student visa application form). This money will be deposited in our account, in trust, for you. Money will be disbursed on your behalf to cover your expenses, **OR**

Have your contact or sponsor in Canada deposit money on your behalf in our bank account. We will send you a letter regarding the completion of this transaction. You need to attach a copy of this letter with your student visa application. Your sponsor will be provided a receipt for this transaction.

Refund Policy:

Tuition fees are due and payable upon the arrival of students. Registration fees of \$200 CDN and Homestay Application fees are not refundable, and are payable at time of making the application. 5% of one semester tuition fee is retained by RDCRD if registration is cancelled after Visa has been issued. No refunds will be made after Oct. 1 or March 1.

Visa # _____ Bank _____ Expiry Date _____

MasterCard # _____ Bank _____ Expiry Date _____

If you have any further questions, please contact RDCRS International Student Services at 403-343-1055 or by email at international@rdcrs.ca

APPLICATION CHECKLIST

Use this checklist to ensure that your application is complete. Application must include all items listed.

- A complete and accurate RDCRS Student Application Form, including a copy of the picture page of your valid passport.
- A complete medical record indicating current immunizations and evidence of Measles immunization.
- Transcripts of your marks for the past two years of school.
- Letter of Intent stating why you wish to study in Canada and your long-term academic goals (maximum one page).
- One Academic Reference (must be forwarded to RDCRS).
- You indicated whether or not you are interested in our Homestay Program and, if so, that you have completed the Homestay application form found at <https://secure.canadahomestayinternational.com/portal/portal/agents/student-registration2?banner=false&customBanner=reddeer.jpg&customQuestions=true&clientId=317>.
- Application Fee must accompany a complete application.

Do not send original documents. Send attested copies only.

Attested copy of transcripts and original photos can be sent following completion of current school year.