



Application Procedures and Information INTERNATIONAL STUDENTS

Please complete and submit the following for each student:

- **Application for Admission Form**
- **Application Fee** \$83 (non-refundable)
- **Academic Transcripts or Report Cards**
 - Last completed year and any subsequent reports
- **Documentation**
 - Student's Birth Certificate **OR** ID page of Passport
 - Student's Immunization Records
 - Letter of Recommendation
 - Student's Current Medical Report (form attached)
 - Student Guardian Form
 - Parent / Guardian's Birth Certificate if born in Canada
 - Parent / Guardian's Canadian Passport, Citizen Card, PR Card or Landing Paper if not born in Canada

Original Documents with Translation Verified: Please bring ORIGINAL documents, and if they are in a language other than English, documents need to be translated into English by an official translation organization and verified by a notary public. Please speak to **Mrs. Christina Luk**, school office manager, if you have specific questions about the documentation required as an international student.

Delivery of Application Forms in Person at Deer Lake School: When your application form has been completed and all accompanying paperwork assembled, please call and make an appointment at the school office with **Mrs. Christina Luk, the officer manager** or email her your forms at officemanager@deerlakeschool.ca.

When you come in Mrs. Luk will review your application form in person with you to ensure you have all the necessary documents.

Personal Interview: You will be contacted by the school office to schedule a personal interview of you and your child once the application form and all paperwork has been successfully submitted. If you are not available locally, the school will require a Skype or Facetime interview to be arranged.

Admission: Students will then be accepted based on space and/or suitable program availability, or waitlisted.

Notification of Admission: You will be contacted by telephone by the school office, regarding your acceptance.

Application Deadlines: (or until classes are full)

Kindergarten deadline Jan. 15, 2019

Kindergarten Observation Sessions (please select one and reserve your time)

Sun. Jan. 20 10:30 -11:30 am OR 1-2 pm

Jan. Jan. 27 10:30 -11:30 am OR 1-2 pm

Grade 1-12 deadline Feb. 15, 2019