



HELPFUL ADMISSIONS CHECKLIST - NEW STUDENTS

Pre-Registration Requirements: (Deliver in person or email to info@ocskelowna.com)

- Most recent report card (transcript of grade 10-12 courses completed if applicable)
- IEP if applicable
- Most recent Psych Ed Assessment & Diagnosis if applicable
- Other Learning/Behavioural Support documentation if applicable
- Prospect Questionnaire
- Kindergarten Readiness Questionnaire for all students entering Kindergarten
- Statement of motivation to apply to OCS
- One letter of recommendation (Teacher/Pastor/Community Leader)

Registration Requirements: (Deliver documents in person only to your scheduled appointment)

- \$550 Registration Fee for first child & \$150 Registration Fee for each additional child in the same family (Please see the Fee Schedule for information about tuition)
- Financial Assistance Application Complete if applicable (see the admissions page online to apply)
- Parent & Student Enrollment Forms & supporting forms (see school office or admissions page)
- Meeting with the Academic Advisor (Gr.10-12 only)

Documents Required for Student: (only original documents accepted. Please see the Checklist of Required Documents - New Student for a complete list)

- Services Card
- Immunizations Record
- SIN card (will be requested if student receives a scholarship)
- Guardianship or court orders (see Checklist of Required Documents - New Student)
- Proof of Status in Canada (Cdn Birth Cert or Cdn Passport - See Checklist of Required Documents - New Student for more options)

Documents Required for Parent: (only original documents accepted. Please see the Checklist of Required Documents- New Student for a complete list)

- Proof of Status in Canada (Cdn Birth Cert or Cdn Passport - See Checklist of Required Documents for more options)
- Proof of Residency #1(Property Purchase Agreement or Residential Tenancy Agreement - See Checklist of Required Documents for more options)
- Proof of Residency #2(Income tax statement or utility bill or bc driver's license - See Checklist of Required Documents for more options)

Please Note:

Once the student is accepted into the school program, all steps of the admission process must be complete and all documents required must be submitted before the student will be allowed to enter classes.

Families applying for financial assistance are responsible for the full monthly tuition rate until the Financial Assistance application is complete and an assistance amount is agreed upon - please see the Business office for details.

Other Important Reminders:

- Order Uniform
- Read the School Handbook located on our Admissions page at www.ocskelowna.com
- Check the online School Calendar regularly for upcoming events, non-school days and more
- Sign up to Volunteer (visit the Admissions page at www.ocskelowna.com or enquire at the office for details)