

Fort McMurray Catholic Schools Operating Policies and Procedures

OP 313 - Admission of Non-Resident Students - Foreign

Policy

Foreign students, which are those that do not meet the conditions of section 8(1) of the School Act, will be accepted into educational programs in the District subject to the following:

1. All the requirements pertaining to student visas stipulated by the Canadian Department of Manpower and Immigration (Canadian Student Authorization Form) have been met.
2. Application for registration in a Canadian school will have been made prior to entry into Canada and a student visa or equivalent from his/her home country will have been issued.
3. A current statement of good health from a certified Canadian physician will be provided.

Exchange students attending District schools on a reciprocal student exchange program are exempt from this policy.

Procedures

1. The principal will determine if there is space within the school and existing classes where the candidate wishes to register.
2. The Principal must be satisfied that the student is a worthy candidate with a satisfactory language facility and is prepared to meet the attendance and conduct requirements.
3. The Principal is responsible for the admission of foreign students.
4. Foreign students between the ages of 5 and 19 years of age shall be charged a tuition fee, which is established annually by the Board.
5. The principal shall obtain a copy of the Canadian Student Authorization Form from the student and maintain it on file at the school.
6. If the student attends only the first semester or a part of it, 50 percent of any tuition fee that has been charged may be refunded.

7. Students may appeal a rejected admission to the Superintendent within seven days of the receipt of written notice from the Principal.

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