



Toronto Catholic District School Board International Education Program STUDENT APPLICATION FORM

Please submit completed application form to:

Toronto Catholic District School Board
Continuing Education Department
80 Sheppard Avenue East
Toronto, Ontario, Canada M2N 6E8



Contact Us:

Tel: 416-222-8282 extension 2556
Fax: 416-229-7057
Email: international.education@tcdsb.org
Website: <http://www.tcdsbie.org>

An application fee of \$350 must be attached. This fee is to be made payable to the **Toronto Catholic District School Board** by Certified Cheque, Bank Draft or Money Order in **Canadian Currency**. This application fee is non-refundable. (see refund policy for more details)

PLEASE PRINT AND COMPLETE THE FOLLOWING INFORMATION IN ENGLISH

STUDENT INFORMATION

| | | | | |
|---|--|-------------------------|---|--|
| Surname (Family Name) | | Given Name | English Name | |
| Citizenship | | Country of Birth | Date of Birth (Day/Month/Year) | |
| First Language | | Second Language | Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female | |
| Home Address in Toronto (if applicable) | | City, Province | Postal Code | |
| () | | | | |
| Toronto Area Phone Number | | Student's Email Address | | |

PARENT INFORMATION

| | | | | | |
|---|---|----------------|-------------------|-----------------|--|
| Father's Surname (Family Name) | | Given Name | Email | | |
| Mother's Surname (Family Name) | | Given Name | Email | | |
| Home Country Address | City | Province/State | Country | Zip/Postal Code | |
| () | () | | () | | |
| Home Phone Number | Cell Phone Number | | Work Phone Number | | |
| Father's Date of Birth (Day/Month/Year) | Mother's Date of Birth (Day/Month/Year) | | | | |

APPROVED TCDSB HOMESTAY PLACEMENT

The only two TCDSB approved homestay placements are: YES HOMESTAY: <http://yeshomestay.ca> and CANADA HOMESTAY <http://canadahomestaynetwork.ca/> Please feel free to contact them anytime.

TORONTO CONTACT/CUSTODIAN INFORMATION (responsible for student while living in Toronto)

| | | |
|--|--|--|
| Surname (Family Name) | Given Name | English Name |
| Relationship to Student | Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female | Status in Canada: <input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Permanent Resident |
| Home Address in Toronto (if available) | Email | |
| () | () | () |
| Home Phone Number | Cell Phone Number | Work Phone Number |

STUDENT HEALTH INFORMATION

1. Are you in good health and able to participate fully in your classes? Yes No

If no, please explain: _____

Please specify any ongoing medical condition(s), allergies or health issues of which the school needs to be aware: _____

2. Do you have a disability that requires special education support? Yes No

If yes, please specify: _____

RECRUITER AND REFERRAL INFORMATION

How did you hear about our program? Educational Fair/Seminar Recruiter TCDSB International Education Website

To be completed by the Recruiter (if applicable):

Name of Agency

Contact name, phone number and email address

REFUND POLICY FOR TUITION FEE

If the complete study permit package document has been submitted to Citizenship and Immigration Canada and the study permit is not granted, the full amount less \$350 for processing fees and \$500 for courier and administration costs will be deducted.

To obtain a refund, the student must provide:

1. Submit an original Letter of Refusal from Citizenship and Immigration Canada, stating that the Visa was not approved, within 60 days from the date on the refusal letter.
2. The original TCDSB Official Letter of Acceptance.
3. The original receipt of tuition fee payment.
4. A written refund request by the parent including the name and address of the person to receive the refund.

THERE WILL BE NO REFUND OF THE TUITION FEE for the following circumstances:

1. If the student chooses to withdraw for any reasons other than the Study Permit being denied by Immigration Canada.
2. If the Study Permit is denied by Immigration Canada due to missing documents or incomplete paperwork.
3. There will be no refund of any portion of the tuition fee that has been paid to the TCDSB once the student has started attending classes.
4. There will be no refund of the tuition fee if the student is found in violation of school regulations and asked to withdraw from the school.
5. There will be no refund of the tuition if false medical information was provided and health conditions were not disclosed.
6. If the student's immigration status changes during the school year, the parents or student are asked to contact our office immediately and provide the necessary documents.

CURRENT SCHOOL INFORMATION

| | | | | |
|-----------------|---------------|---|----------|---------------|
| School Name | City, Country | Name of previous or current Canadian school (if applicable) | | |
| | | MM/DD/YY | MM/DD/YY | |
| Grade Completed | Current Grade | Start Date | End Date | City Location |

Please attach certified and translated transcripts or school records from the current year and the last two years. Failure to do so will result in the delay or return of the application.

EDUCATIONAL GOALS AND DIRECTIONS

Favourite Subject(s):

Hobbies / Interests:

Future Career Direction (e.g. University / College) :

TCDSB SCHOOL REQUEST

Visit our website www.tcdsb.org/schools/ for a listing of elementary and secondary schools. Placement in a school is based on the address of the homestay or parent in the City of Toronto. **Change in address does not guarantee the placement in a new home school. The student will be placed into a grade according to their age.**

The TCDSB reserves the right to determine the school and grade placement.

ELEMENTARY: Tuition (includes Health Care) is \$16,000 CAD for the full year. Half Year: \$8,000 CAD

Foreign/International students applying to a TCDSB elementary school (junior kindergarten – to grade 8 (age 4 to age 13) **must be baptised Catholic with proof of the baptism certificate or have a Catholic Custodian, Homestay or Guardian.** Students under the age of 12 must be accompanied by their parent(s).

SECONDARY: Tuition (includes Health Care) is \$16,000 CAD for the full year. Half Year: \$8,000 CAD

Catholic and non-Catholic foreign/International students can now apply to secondary schools within the Toronto Catholic District School Board (TCDSB). The Toronto Catholic District School Board does not provide boarding facilities within its secondary schools. In the Ontario education system, it is common for the student who is designated to a particular grade to take subjects at a different grade level as long as he/she meets the subject prerequisites.

APPLICATION TERM

Students are encouraged to arrive in Toronto at least *two weeks prior* to the start date of their academic term in order to coordinate schedules and ensure attendance at the three mandatory appointments. Please be advised that we will make every effort to accommodate late arrivals; however, it may result in **CHANGING THE SCHOOL** of attendance, full ESL courses, and/or a late start date.

The student is applying for the following term: Application Fee—\$350.00 CAD NON-REFUNDABLE

- September to June (Full Year) February to January (Full Year)
- First Semester (September-January) Second Semester (February-June)
- Partial Year Half Year:

(Please indicate preferred start and end date) Start Date End Date

SCHOOL SELECTION: List three Elementary or Secondary School choices in order of preference

1.

2.

3.

Upon arrival to Canada, TCDSB reserves the right to change school or grade, based on the review of the original transcript, the result of the assessment test and living address of the homestay families for both Secondary and Elementary students.

STUDENT PARTICIPATION AGREEMENT

The Toronto Catholic District School Board (TCDSB) is committed to providing the best educational opportunities possible for International students. In order to facilitate this, International Students, regardless of age, must participate according to the following conditions:

1. The student must obey the laws of Canada, the Province of Ontario and follow the rules, guidelines and policies of the TCDSB and the school in which the student is enrolled.
2. The student must follow all specific school and Board regulations regarding attendance, course responsibilities and behaviour as they pertain to day school and the Continuing Education program (if applicable). The student must attend school on a daily basis. A written note from the custodian/parent or doctor should be submitted when absent.
3. The student or custodian must contact the Admissions department and school if the student moves and/or changes custodian.
4. The student must maintain a full-time timetable. In a semester secondary school, this means 4 courses per semester and in a non-semester school, this means 8 courses for the year.
5. The student's reports on attendance, academics and emotional/psychological concerns can be shared with parents, custodian, school and Board 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, the TCDSB 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 the TCDSB without refund of tuition fee. If it is determined by the TCDSB that the student's educational needs are greater than disclosed in the application, the TCDSB can send the student home at the parent's expense.

I have read, understand and agree to follow the rules and guidelines as outlined above.

Signature of Student

Signature of Parent

Day/Month/Year

WAIVER

1. We, the undersigned, do waive and release all claims against the TCDSB for the injury, loss, damage, accident, delay or expense resulting from the applicant's participation in the Toronto Catholic District School Board's International Education Program. We also release the TCDSB and agree to indemnify it, with regard to any financial obligations or liabilities that the applicant may personally incur, or any damage or injury to the person or property of the others that the applicant may cause while participating in the Toronto Catholic District School Board's International Education Program including any injury, harm or expense resulting from the applicant's accommodation arrangements.
2. We understand that the TCDSB 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, the TCDSB may take such action as it considers necessary, including securing medical treatment and transporting the applicant home at his/her own expense. We release the TCDSB from all liability related to such actions. We understand that the applicant's participation in the program may be terminated at the discretion of the Program Coordinator of the International Education Program without any refund of tuition fee, and that the applicant may be sent home at his/her expense if he/she does not adhere to the school or TCDSB rules, standards and instructions as set forth in the school's agenda, handbook and the Participation Agreement of the International Education Program. This agreement with the TCDSB cannot be modified or interpreted except in writing by the International Education Program and Admissions Office.
3. The student and the parent warrant that the student applicant has no history of criminal behaviour. Any disputes of a legal nature must be resolved through the courts of Ontario.
4. **We understand that placement in a school is subject to availability of space. The Toronto Catholic District School Board reserves the right to determine final school and grade placement, based on the living address of the homestay.**
5. We fully understand the refund policy of the TCDSB. We understand that the TCDSB shall not be held liable for losses or expenses as a result of the Board being unable to provide education owing to labour disputes or other causes beyond its control.

Signature of Student

Signature of Parent

Day/Month/Year