



Student Registration – Documentation and Eligibility FAQs / ELL Registration

Here are some frequently asked questions about the *documentation required* and *eligibility* for a publicly funded education:

WHY DO STUDENTS HAVE TO PROVIDE SCHOOL REPORT CARDS OR TRANSCRIPTS?

School report cards or transcripts are very important documents used by school administrators to better understand the student's educational background and to help them make appropriate decisions regarding programs, courses, and activities.

CAN I REGISTER MY CHILD IF I DON'T HAVE ALL THE DOCUMENTS?

You can open a file for registration, but school secretaries will keep your child's file until they have seen all of the required documents. The school registration is not complete, and your child will not be able to attend school until all relevant documents have been submitted.

WHAT DOES "PROOF OF RESIDENCY" MEAN?

To receive a publicly funded education in British Columbia, you must be a B.C. resident. A hydro or phone bill in the parent or legal guardian's name and showing the current address is an example of proof of residency. A parent or guardian should show several different documents to show residency – see OP 301 FORM Checklist

I DON'T HAVE A PERMANENT ADDRESS YET. CAN MY CHILD GO TO SCHOOL?

If you are currently looking for a place to live, your child can register for a Campbell River school if you bring a "proof of residency" document. See previous question for more details.

MY PARENTS DO NOT LIVE IN B.C. DO I HAVE TO PAY TUITION FEES IF I WANT TO ATTEND SCHOOL IN CAMPBELL RIVER?

According to the Education Act and the B.C. Ministry of Education guidelines regarding eligibility for students to receive a publicly funded education, only children living with a parent/legal guardian in B.C. can attend school without paying fees. If you do not have one parent living with you full-time, even if you are a Canadian citizen or landed immigrant, please register with International Student Programs. You will be required to pay tuition fees. Contact: international@sd72.bc.ca

WHERE CAN I FIND MORE SPECIFIC INFORMATION ABOUT ELIGIBILITY FOR A PUBLICLY FUNDED EDUCATION?

The B.C. Ministry of Education guidelines regarding eligibility for students to receive a free publicly funded education may be [found here](#).
[Eligibility of Students for Operating Grant Funding - Province of British Columbia \(gov.bc.ca\)](#)



I HAVE A STUDY PERMIT TO STUDY IN CANADA. CAN MY CHILD STUDY IN CAMPBELL RIVER WITHOUT PAYING TUITION FEES?

For your child to go to school without paying tuition:

- the child's parent/legal guardian's study permit must be for at least 1 year,
AND
- the child's parent/legal guardian must be enrolled in a degree or diploma program at a publicly funded institution or in a degree program at a private post-secondary institution in B.C.
- Your child does not need his or her own Study Permit.

I HAVE A STUDY PERMIT FOR AT LEAST ONE YEAR AND I AM ENROLLED IN AN ENGLISH LANGUAGE LEARNING (ELL) PROGRAM IN B.C. CAN MY CHILD STUDY IN CAMPBELL RIVER WITHOUT PAYING TUITION FEES?

For your child to go to school without paying tuition, you must meet all the following conditions:

- the parent/legal guardian is enrolled in an ELL program of up to a year in duration at an institution that has an [Education Quality Assurance Designation \(EQA\)](#). The ELL adult student will be deemed a resident for up to one year only; beyond one year, children of an ELL student will be considered international students and school districts may charge international student fees.
- the parent/legal guardian has been accepted to a degree or diploma program at a public post secondary institution, or a degree program at a private post-secondary institution in B.C.; and
- the acceptance to the degree or diploma program is contingent upon the completion of an ELL program.
- Your child does not need his or her own Study Permit.

IS THE SCHOOL ABLE TO PRINT A LETTER OF ACCEPTANCE FOR MY CHILD TO ATTEND SCHOOL?

No school should create a Letter of Acceptance. These are for fee paying students only. Once a child is registered at your school AND in attendance then a school may print a confirmation of enrollment.

If a parent is insisting on a Letter of Acceptance, please refer them to International Student Programs.

IF I HAVE A WORK PERMIT TO WORK IN CANADA, CAN MY CHILD GO TO SCHOOL WITHOUT PAYING TUITION FEES?

For your child to go to school without paying tuition:

- the child's parent/legal guardian must have a valid work permit issued by Citizenship and Immigration Canada (CIC) that is valid for a term of one year or more, AND



- is or will be employed for at least 20 hours per week, AND
- the child's parent/legal guardian must be residing in British Columbia.

DO I NEED TO APPLY FOR A STUDY PERMIT FOR MY CHILD?

Your child does not need his or her own Study Permit if the parent/guardian as a study or work permit. You can find more information on the Immigration Canada website.
already in Canada with a parent who has a study or work permit

<https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/prepare/minor-children.html>

IF I HAVE ADOPTED A CHILD, HAVE NO BIRTH CERTIFICATE AND THE ADOPTION PAPERS CONTAIN SENSITIVE INFORMATION, WHAT DOCUMENT(S) CAN I PROVIDE?

There are several ways to address this concern. We can copy only the portion of the adoption paper identifying the child's name and the legal guardian's name. We can also copy other relevant documents that show the relationship of the child and his/her legal guardian.

ARE SCHOOL-AGE STUDENTS WHO HAVE REFUGEE STATUS ELIGIBLE FOR A PUBLICLY FUNDED EDUCATION?

Yes. A student who resides in British Columbia and who has made a claim for refugee status is eligible for a publicly funded education. For more information, please visit [this site](#).
[Eligibility of Students for Operating Grant Funding - Province of British Columbia \(gov.bc.ca\)](#)

WHAT DOCUMENTS ARE NEEDED FOR SCHOOL REGISTRATION?

Admin Assistants are required to collect documentation for both the parent/guardian and student documentation:

- Parent Identification (to show proof of parent/guardianship over the student being registered):
 - Proof of residency in BC (OP 301)
 - VISA Document (Work or Study Permit with expiry date). Parent Visa expiry date to be noted in Student Visa Expiry field.
- Student Identification (please confirm student identification matches parent/guardian)
 - Birth Certificate
 - Medical Services Card