

Student Registration Form

The information requested on this form is being collected pursuant to the School Act, Section 18, A.R. 213/88 and A.R. 175/93 and the F.O.I.P.P. Act, Sections 32(c), 37(b) and 38(c). Information acquired through this form is kept secure and access is restricted.

Date of Registration _____	School: _____	School Year 20 ____/____
Program Registering For: _____		Documentation _____ Notes: _____
For Office Use Only		

Student Information			
Legal Last Name		Legal First Name	Legal Middle Name(s)
AKA or Preferred Last Name		AKA or Preferred Given Name(s)	Gender
DOB <small>mm/dd/yyyy</small>	Age	Grade Entering	Has attended: Pre-Kindergarten Pre-School
Home Phone (with area code)		Student Cell Phone	Home Email
Physical Address			
Apt/Suite		House Number	Street
If County, please provide Rural address and Legal Land Description			
Rural (911) Address		Legal Land Description (e.g. SW-12-72-11-W6)	
City		Province	Postal Code
Mailing Address <input type="checkbox"/> Same as Physical Address or:			
Apt/Suite-Street, Box or RR Address			
City		Province	Postal Code

Religion	
Notice to Parent or Guardian of Religious Permeation: The Alberta Human Rights Act requires a school to give notice to a parent or guardian when courses of study, educational programs, instructional materials, instructions or exercises include subject matter that deals primarily and explicitly with religion. All of the schools in this district are Catholic Separate Schools, the essential purpose of which is to fully permeate Catholic theology, philosophy, practices and beliefs, the principles of the Gospel and teachings of the Catholic Church, in all aspects of school life, including in the curriculum of every subject taught, both in and outside of formal religion classes, celebrations and exercises. Every course of study and educational program, all institutional materials, instruction and exercises will at all times include subject matter that deals primarily with religion.	
Religion of Student:	Religion of Parents/Guardian(s):
Is Student Baptized? <input type="checkbox"/> Yes <input type="checkbox"/> No	Sacraments Celebrated (Please check all that apply) Baptism <input type="checkbox"/> First Communion <input type="checkbox"/> First Reconciliation <input type="checkbox"/> Confirmation <input type="checkbox"/>
<i>If your child has been baptized in the Catholic Church, please attach a copy of Baptismal Certificate</i>	
If Religion is other than the Catholic faith, please sign the following acknowledgement: <i>I hereby acknowledge that I am aware of the values and philosophy of a Catholic school and that my child will participate in the prayer life, church and church related activities, religious courses and instruction and exercises in which Catholic ethical and moral standards are taught. Additionally, I am aware that my child is being admitted to this school as a non-resident student, and because of this, the District accepts the responsibility for my child's education until such a time as my child finishes his or her program in this school, voluntarily withdraws, or is expelled from the District.</i>	
Parent/Guardian Signature _____	

School History
Does this student have sibling(s) that are or may be attending this school: <input type="checkbox"/> Yes <input type="checkbox"/> No Name(s): _____
Has student ever been registered in Grande Prairie Catholic Schools: <input type="checkbox"/> Yes <input type="checkbox"/> No Name School _____ Year / Grade _____ Name School _____ Year / Grade _____
Name, address, city, and country of last school attended (if different from above)

English As A Second Language (ESL) Eligibility

A student may be eligible for *ESL support when the language spoken at home is a language other than English. ESL students can be Canadian born or Foreign born.

My Child is:

Birth Country if other than Canada: _____

If Foreign born Date Arrived in Canada : _____

Student's first language learned: _____ Student's primary home language: _____

Student would benefit from *ESL Support? Yes No

Citizenship / Immigration Status

Legal Verification – A student cannot be registered without a copy of a legal document that provides proof of legal name, age and citizenship. Any of the following documents are acceptable:

Student Citizenship (Select one)	Supporting Documentation (Required)
[1] Canadian Citizen	Student: Canadian Birth certificate, or Canadian Passport, or Canadian Citizenship Certificate or Canadian Citizenship Card
[2] Lawfully admitted to Canada for Permanent Residence (Student)	Student: Birth Certificate AND Permanent Resident Card or Confirmation of Permanent Residence Document
[6] Child of a Canadian Citizen	Student: Birth Certificate AND Parent: Canadian Birth Certificate or Canadian Citizenship Document or Canadian Passport. Marriage Certificate (If applicable) Adoption Order (if applicable)
[7] Child of a Resident	Parent: Permanent Resident Card or work or study permit or acknowledgement of Convention *Refugee Claim AND Student: Birth Certificate Marriage Certificate (If applicable) Adoption Order (if applicable)
[5] Temporary Resident – Student	Student: Birth Certificate AND study permit /visa or authorization VISA EXPIRY DATE: MONTH ___ /DAY ___ /YR ___
[9] Step-Child of a Canadian Citizen	Student: Birth Certificate, passport and study permit AND Parent: Passport and proof of application for permanent residency and fee payment to CIC. AND Step-Parent: Canadian Birth Certificate or Canadian Citizenship Documents or Canadian Passport
[9] Step-Child of a Temporary Foreign Worker	Student: Birth Certificate, Passport and study permit. AND Parent: Passport AND Step Parent: Passport and work permit.
[9] Exchange Student	Student from another province or territory in Canada 412
Involvement in an approved reciprocal exchanged program (does not include Rotary exchanges)	Student from outside Canada 413
<input type="checkbox"/> *Refugee – Status Granted _____ Expiry Date if applicable <input type="checkbox"/> *Refugee – Granted Permanent Residency	

Francophone – Section 23 Eligibility

Citizens of Canada whose first language learned and still understood is French, or who have received their primary school instruction in Canada in French have the right to have their children receive primary and secondary school instruction in French.

According to the criteria set out in the Canadian Chart of Rights and Freedoms, are you eligible to have your child receive a French first language (Francophone) education?

First Nation, Metis and Inuit Declaration

If you wish to declare the student is Aboriginal, please select one:

For further information, please refer to www.education.alberta.ca/system-supports/results-reporting or contact Alberta Education at 780-427-8501.

If you have questions regarding the collection of student information by the school board, please contact the Superintendent of Schools at (780) 532-3013

Student Treaty Status and Residency

Does this student have treaty status? Yes No Does this student reside on reserve?

Name of Reserve: _____ Treaty No. _____ Band No. _____ Family No. _____ Child Position No. _____

Complete Address on Reserve:

Parent / Guardian Information

1	Male Female	Parent Step Parent	Permanent Guardian Relative	Grandparent Temporary Guardian			
	<input type="checkbox"/> Receives Mail	<input type="checkbox"/> Student resides with	<input type="checkbox"/> Responsible for this student	<input type="checkbox"/> Emergency Contact			
Mother Father	Step Mother Step Father	Grandmother Grandfather	Aunt Uncle	Sister Brother	Foster Mother Foster Father	Billet Other	Legal Guardian
Title	Surname		First Name				
Mailing Address <input type="checkbox"/> Same as Student							
City			Province	Postal Code			
Phone #1	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #2	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #3	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work		
Email(s)							

2	Male Female	<input type="checkbox"/> Parent <input type="checkbox"/> Step Parent	<input type="checkbox"/> Permanent Guardian <input type="checkbox"/> Relative	<input type="checkbox"/> Grandparent <input type="checkbox"/> Temporary Guardian			
	<input type="checkbox"/> Receives Mail	<input type="checkbox"/> Student resides with	<input type="checkbox"/> Responsible for this student	<input type="checkbox"/> Emergency Contact			
<input type="checkbox"/> Mother <input type="checkbox"/> Father	<input type="checkbox"/> Step Mother <input type="checkbox"/> Step Father	<input type="checkbox"/> Grandmother <input type="checkbox"/> Grandfather	<input type="checkbox"/> Aunt <input type="checkbox"/> Uncle	<input type="checkbox"/> Sister <input type="checkbox"/> Brother	<input type="checkbox"/> Foster Mother <input type="checkbox"/> Foster Father	<input type="checkbox"/> Billet <input type="checkbox"/> Other	<input type="checkbox"/> Legal Guardian
Title	Surname		First Name				
Mailing Address <input type="checkbox"/> Same as Student							
City			Province	Postal Code			
Phone #1	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #2	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #3	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work		
Email(s)							

3	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Parent <input type="checkbox"/> Step Parent	<input type="checkbox"/> Permanent Guardian <input type="checkbox"/> Relative	<input type="checkbox"/> Grandparent <input type="checkbox"/> Temporary Guardian			
	<input type="checkbox"/> Receives Mail	<input type="checkbox"/> Student resides with	<input type="checkbox"/> Responsible for this student	<input type="checkbox"/> Emergency Contact			
<input type="checkbox"/> Mother <input type="checkbox"/> Father	<input type="checkbox"/> Step Mother <input type="checkbox"/> Step Father	<input type="checkbox"/> Grandmother <input type="checkbox"/> Grandfather	<input type="checkbox"/> Aunt <input type="checkbox"/> Uncle	<input type="checkbox"/> Sister <input type="checkbox"/> Brother	<input type="checkbox"/> Foster Mother <input type="checkbox"/> Foster Father	<input type="checkbox"/> Billet <input type="checkbox"/> Other	<input type="checkbox"/> Legal Guardian
Title	Surname		First Name				
Mailing Address <input type="checkbox"/> Same as Student							
City			Province	Postal Code			
Phone #1	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #2	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #3	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work		
Email(s)							

4	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Parent <input type="checkbox"/> Step Parent	<input type="checkbox"/> Permanent Guardian <input type="checkbox"/> Relative	<input type="checkbox"/> Grandparent <input type="checkbox"/> Temporary Guardian			
	<input type="checkbox"/> Receives Mail	<input type="checkbox"/> Student resides with	<input type="checkbox"/> Responsible for this student	<input type="checkbox"/> Emergency Contact			
<input type="checkbox"/> Mother <input type="checkbox"/> Father	<input type="checkbox"/> Step Mother <input type="checkbox"/> Step Father	<input type="checkbox"/> Grandmother <input type="checkbox"/> Grandfather	<input type="checkbox"/> Aunt <input type="checkbox"/> Uncle	<input type="checkbox"/> Sister <input type="checkbox"/> Brother	<input type="checkbox"/> Foster Mother <input type="checkbox"/> Foster Father	<input type="checkbox"/> Billet <input type="checkbox"/> Other	<input type="checkbox"/> Legal Guardian
Title	Surname		First Name				
Mailing Address <input type="checkbox"/> Same as Student							
City			Province	Postal Code			
Phone #1	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #2	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work	Phone #3	<input type="checkbox"/> Home <input type="checkbox"/> Mobile <input type="checkbox"/> Work		
Email(s)							

Custody and Guardianship Information / Protected Status

Are there any family circumstances about which you wish the school to be aware:

Are there any Court Orders affecting guardianship rights, custody, or access to the student? *Yes No

* If **Yes**, the school must be supplied with a copy of the of the most recent custody document or Court Order

A photocopy will be placed in the Student Record. Copy Provided

Custody and Access Order Legal Restraining Order Parenting Order Contact Order

Inclusive Education

Has the student been enrolled in any Inclusive Programming?

PUF Life skills Modified Program Literacy Support OT/PT
 Speech ESL Knowledge and Employability KAE Other:

Has the student ever had an Individual Program Plan (IPP) / Individual Education Plan (IEP)? Yes No

Has the student ever had an Individual Behavioral Plan? Yes No

Emergency Contact (Different from Parent / Guardian Information on page 3)

Name (Last, First)	Relationship	Phone	Type (Home, Cell, Work)

Medical Information

Doctor <small>OPTIONAL</small> <i>name</i> <i>phone number</i>	Dentist <small>OPTIONAL</small> <i>name</i> <i>phone number</i>	AHC (Alberta Health Care number) <small>OPTIONAL</small>
---	--	--

Allergies:

Special Medical Considerations

Consent

Email

I hereby give my permission to release my email address to the school for purposes of distributing school-based information (newsletters, etc.) to our household.

Field Trip

I hereby give my permission for my child to attend field trips within school hours.

Transportation (if transportation is required, please fill out Form 604) I

require my son/daughter to be transported on a bus.

Note: You may be required to pay annual transportation fees depending on eligibility.

Network Resources "Acceptable Use Protocol"

I agree to follow the conditions of the Acceptable Use Protocol "Form 140B"

Freedom of Information and Protection of Privacy Act (FOIP Act) & Collection of Personal Information

The information collected on the Student Enrolment Application (Form 305A) is personal information as referred to in the FOIP Act. It is collected as per the School Act and section 32(c) of the FOIP Act. The Grande Prairie & District Catholic Schools believes this information is necessary and relates directly to our obligation to provide students with: an education program that meets their needs and the provision of a safe and secure school environment.

I am aware and give Grande Prairie & District Catholic Schools permission to allow my child's picture to be used, display my child's work and release my child's information in accordance with the conditions set out under Form 170A in compliance with the FOIP Act.

Declaration

The information provided on this form is true and correct and the parent or guardian accepts the responsibility to advise the school if there are any changes.

Parent/ Guardian Signature

Date

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP ACT)
COLLECTION OF PERSONAL INFORMATION (s.33 FOIP ACT)

The information collected on the Student Enrolment Application (Form 305A) is personal information as referred to in the FOIP Act. It is collected as per the School Act and section 32(c) of the FOIP Act. The Grande Prairie & District Catholic Schools believes this information is necessary and relates directly to our obligation to provide students with: an education program that meets their needs and the provision of a safe and secure school environment.

The Grande Prairie & District Catholic Schools believes that the uses of personal information as listed below provide a vital, healthy, functioning school where participation of all students is important and encouraged:

- the use of students' names, photos and comments, in the school calendar, newsletter, yearbook, graduation book, district or school website or other school publications
- the taking of individual, class, team or club photos for school purposes
- the use of students' names on artwork, other creative work, material of students, displayed at school or school board sites, or at a school or school board sponsored display in the community
- the use of students' names on honour rolls, student lists, graduation ceremonies, scholarship or other awards within the school or school district
- the use of students' names and academic information necessary for determining eligibility or suitability for provincial, federal or other types of awards or scholarships in the event the board applies on a student's behalf
- the use of students' names, related contact information and telephone numbers for absenteeism verification
- the use of students' names, addresses, grades, age, contact information, telephone numbers by Alberta Health Services for immunization and health screening purposes

I am aware and agree with the above.

Parent/Guardian Name: _____
(Please Print)

Parent/Guardian Signature

There are occasions where photos are taken of students at school or school sponsored activities by media, for publication, where students are identified by name, such as: photographs or videos of students on the playground, taking part in a music or sporting event or simply watching an event, etc. I grant permission to the Grande Prairie & District Catholic Schools to allow my child's picture to be used in the above manner.

Parent/Guardian Signature

FOIP legislation recognizes that work produced by students at school is the property of the student. There are many occasions at school where it is advantageous to record, display or reproduce student work, such as: taping student's oral class presentations, displaying student work in the school or at school sponsored events or reproducing student's work for educational or promotional reasons, etc.

I grant permission to the Grande Prairie & District Catholic Schools to use my child's work for non-profit educational purposes as outlined above.

Parent/Guardian Signature

Signed this _____ day of _____, 20 _____, on behalf of (list of children; please print):

If you have any questions or concerns regarding the collection of this information and the intended purposes, please contact the Principal at your school, or the FOIP Coordinator for the Grande Prairie and District Catholic Schools, 9902-101 Street, phone 780-532-3013.

NETWORK RESOURCES “ACCEPTABLE USE PROTOCOL” FOR STUDENTS AND GUESTS

Introduction

Grande Prairie & District Catholic Schools provides technology resources that support learning for students and staff or support administrative operations. “Network resources” refers to all resources on the network of Grande Prairie & District Catholic Schools. This includes, but is not limited to, Internet access, e-mail accounts, installed software, personal file storage and all hardware attached to the network. Network technology is infused in the daily lives of students and guests and its use as responsible citizens is implied.

Principles of Use

- ✓ Grande Prairie & District Catholic Schools owns all network resources and has the right to monitor use of the network resources.
- ✓ All network resources are for educational use.
- ✓ Network resources are valuable resources and should be used appropriately.
- ✓ The use of network resources is subject to all policies and practices of both the Grande Prairie & District Catholic Schools and the school related to technology, property or conduct.
- ✓ Access to network resources with personal devices is subject to the policies and practices of Grande Prairie & District Catholic Schools.

Conditions of Use

- ✓ Students & Guests should use network resources for appropriate educational purposes only.
- ✓ Students & Guests will not publish on the Internet or in publicly viewed file personal information about themselves or other students or guests.
- ✓ Students & Guests who discover material on the network that is inappropriate or makes them feel uncomfortable should report the material to a staff member.
- ✓ Students & Guests will only use their assigned login in the manner intended. This includes accessing only network resources assigned to their login. Students & Guests will not use another person’s files, output or user name.
- ✓ Students & Guests are responsible for the security of access (login and password) to their network resources. In particular, not tell others their password or leave a workstation where you are logged in. Change your password regularly. Students & Guests are responsible for problems caused by use of their login by other individuals.
- ✓ Students & Guests will not decrease the operation of and access to network resources through inappropriate use of network resources, malicious activity directed against network resources or through unauthorized use of personal program/data files.
- ✓ Access to network resources with personal devices is subject to the regulations in this procedure and the Administrative Procedure Handbook.
- ✓ Consequences of inappropriate use of network resources may include loss of network privileges, suspension, financial liability for damages, disciplinary or legal action.

Acknowledgements

Student/Guest

I agree to follow the conditions of this Acceptable Use Protocol.

Parent/Guardian

I have read the Acceptable Use Policy and understand the educational intent of network resources.

Student/Guest Name (Print):

Parent/Guardian Name (Print):

Student/Guest Signature: _____

Parent/Guardian Signature: _____

Date: _____

Date: _____