**INTERNATIONAL STUDENT PROGRAM**

# Grand Erie District School Board

**Education Centre:** 349 Erie Avenue, Brantford, Ontario N3T 5V3

1-519-756-6301 | [www.granderie.ca](http://www.granderie.ca) | [international@granderie.ca](mailto:international@granderie.ca)



**APPLICATION**

To be completed by NEW and RETURNING students

to Grand Erie District School Board

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Date of Application** | | | **Day** | | | | | | **Month** | | | | **Year** | | |
| Application deadline **May 31** for September start OR **November 30** for February start.  *Late applications may be accepted based on availability of school space and homestay.* | | | | | | | | | | | | | | | |
| **STUDENT’S INFORMATION** | | | | | | | | | | | | | | | |
| I am a NEW student  I am a RETURNING student | | | | | | Gender  Male  Female  Other | | | | | Student’s Email Address | | | | |
| Last Name (family name) | | | | First Names | | | | | | | English Name (if applicable) | | | | |
| Date of Birth  (dd/mm/yyyy) | Age | Citizenship | | | | | Country of Birth | | | First Language | | Telephone in home country (incl. country & area code) | | | |
| Name of Last School Attended | | | | | Country | | | | | City | | | | | Grade |
| Level of English | | | | | Beginner | | | | | Intermediate | | | | Advanced | |
| **PARENT(S)/CAREGIVER(S) INFORMATION** | | | | | | | | | | | | | | | |
| Street Address | | | | | | | | City | | Province | | Country | | | Postal Code |
| Parent/Caregiver 1 – Primary (last name / first name(s) | | | | | | | | | Parent/Caregiver 2 (last name / first name(s) | | | | | | |
| Parent/Caregiver 1 – Primary (incl. country & area code) | | | | | | | | | Parent/Caregiver 2 (incl. country & area code) | | | | | | |
| Parent/Caregiver 1 – Primary (email address) | | | | | | | | | Parent/Caregiver 2 (email address) | | | | | | |

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| **PROGRAM DURATION** | | | | | |
| Secondary School: Grades 9 to 12 (14 to 17 yrs) | | | Elementary School: K to Grade 8 (4 to 13 yrs) | | |
| September Entry | Full Yr (10 months)  September thru June | | 1 Semester/Term (5 months)  September thru January | | |
| February Entry | 1 Semester/Term (5 months)  February thru June | | Half Year + Full Yr (5 months + 10 months)  February Year 1 thru June Year 2 | | |
| Custom Entry for Short-Term | Less than 5 months | | Month \_\_\_\_\_\_\_\_\_\_\_\_ thru Month \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **SCHOOL PLACEMENT INFOR­­­MATION** | | | | | |
| **I am NEW To Grand Erie**  I request a secondary school with ESL classes taught by a teacher  North Park Collegiate  Pauline Johnson Collegiate  I request a secondary school with regular visits by an ESL teacher  Brantford Collegiate Institute  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  I request an elementary school with regular visits by an ESL teacher  Agnes G. Hodge Public School  Belleview Public School  Branlyn Community School  Caledonia Centennial Public School  Central Public School  Cobblestone Elementary School  Edith Monture Elementary School  Walter Gretzky Elementary  Woodman-Cainsville School | | | | **I am RETURNING to Grand Erie**  I will be returning to my previous school  School name:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| List three (3) specialized programs and/or extra-curricular activities/sports in which you have an interest. | | | | | |
| 1. | | 2. | | | 3. |

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| **HOMESTAY and CUSTODIANSHIP INFORMATION** | | | |
| Your Homestay is the host family you will be living with while studying at the Grand Erie District School Board. Your Custodian is the person designated by your parents to be responsible for you while studying at Grand Erie.  If you have not already contacted our designated and recommended Homestay and Custodianship provider, [**MLI Homestay**](http://mlihomestay.com/grand-erie-district-school-board-html), please make your arrangements now.  If you choose not to use our designated and recommended homestay and custodianship provider, MLI Homestay, please provide the names and contact information for these persons below. | | | |
| Host Family Last Name | First name(s) | | Address |
| Telephone | Email | | Relationship to Student |
| Custodian Last Name | First name(s) | | Address |
| Telephone no. | Email | | Relationship to Student |
| ***Please note that your homestay address must fall within the designated school boundary.*** | | | |
| **HEALTH INSURANCE COVERAGE IN CANADA** | | | |
| You are required to have adequate health insurance coverage in Canada for the period of enrolment at Grand Erie. Please contact our designated and recommended homestay and custodianship provider, [MLI Homestay](http://mlihomestay.com/grand-erie-district-school-board-html), to assist you in purchasing appropriate insurance.  If you choose not to use our and recommended homestay and custodianship provider, MLI Homestay, to assist with health insurance coverage, please provide proof of insurance at Grand Erie (Grand Welcome Centre) appointment, if you are NEW to Grand Erie, or forward it to the ISP Office at [international@granderie.ca](mailto:international@granderie.ca) if you are a RETURNING student.  **Please check** | | | |
| **STUDENT’S HEALTH INFORMATION** | | | |
| Check all health conditions that apply  learning disability  allergies  medical  mental health  take medications | | For any box checked, please provide details and/or medications | |

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| **RELEASE OF INFORMATION** | | | |
| Parent(s)/Caregiver(s) have the legal right to receive school progress reports for minors.  **Please check** | | | |
| **SERVICE PROVIDER (AGENT) INFORMATION if Applicable** | | | |
| A Service Provider (Agent) is a registered business organization chosen by the family that has referred the student to Grand Erie to study and is providing initial and on-going support services to the student/family.  If you have been referred by an agent, please provide the agent contact information below: | | | |
| Agent Company Name | | Agent Contact Name | |
| Street Address | | City | |
| Province | Country | | Postal Code |
| Telephone (include country & area code) | | Email | |
| **ACKNOWLEDGMENT AND SIGNATURES** | | | |
| I confirm that I have provided true and accurate information in each section of this application as well as in any other documents submitted in support of this application. | | | |
| Signature of Student (if Grade 8 – age 13 yrs or older) | | | Date |
| Signature of Parent/Caregiver | | | Date |

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| **SUBMIT APPLICATION** |
| 1. Complete and sign this International Student Program Application form. 2. Read and sign the International Student Program Participation Agreement. 3. Gather your current and previous year of school transcripts/reports and if not in English, have translated and notarized. 4. Submit all of the above documents to the ISP Office at Grand Erie at [international@granderie.ca](mailto:international@granderie.ca) 5. Make payment of the non-refundable Application Fee to Grand Erie District School Board of CAD$300 using Flywire *(link to Flywire at xxxxxx).* Pay the full tuition fees at least 1 month prior to arriving in Canada and registering for school. 6. Once your submission has been received, reviewed, and accepted and your Application Fee received, Grand Erie will issue an Official Letter of Acceptance to be used by you to apply to the IRCC for a Canadian Study Permit. |

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**International Student Program**

**Participation Agreement**

This document outlines the agreement for participation in the International Student Program (ISP) of Grand Erie District School Board (*Grand Erie*) including student acceptance terms, obligations, and parental consent requirements. It covers:

1. School and Program Placement
2. Health Insurance
3. Assumption of Risk
4. Extracurricular Activities
5. Dispute Resolution
6. Personal Information Handling
7. Use of Websites and Video-Conferencing Software
8. Refund Policy
9. Release of Claims
10. Compliance Expectations
11. Termination Conditions

This document creates a legally binding agreement for participation in *Grand Erie*’s ISP. It sets out the terms and conditions on which the student is accepted into the program and the obligations of that student and his/her family.

**Parent/Legal Guardian**: Please review this document very carefully and initial on Page 2 and 3 in this document and you and your child (Grade 8 and older) must sign and date on Page 5 in this document.

*SCHOOL AND PROGRAM PLACEMENT*

*Grand Erie* reserves the right to determine the final school and program placement of the international student taking into account space availability and the appropriate program for the student based on *Grand Erie*’s assessment.

*HEALTH INSURANCE*

The student is required to be covered by adequate health insurance for the period(s) of enrolment in *Grand Erie*. This coverage is obtained through MLI HOMESTAY with which *Grand Erie* is partnered. If the coverage lapses due to failure to maintain or cancellation, *Grand Erie* is not responsible for any loss or damage suffered by the student as a result.

*ASSUMPTION OF RISK*

I understand that there are risks associated with my child enrolling in *Grand Erie* and that my child will not be under constant supervision. I voluntarily assume the risk that my child may suffer illness, injury or another emergency and agree that I will not bring any claims against *Grand Erie* or any of its employees for any injury suffered by my child while participating in the ISP.

*EXTRA-CURRICULAR ACTIVITIES*

I understand that the student may wish to participate in extracurricular activities such as sports teams, field trips, or school clubs. I give my permission for the student to participate in such extracurricular activities if the Custodian in their discretion considers such activity appropriate. Participation in typically high-risk activities such as skiing or boating will require the Parent’s/Legal Guardian’s consent.

*DISPUTE RESOLUTION*

I agree that any dispute arising under the interpretation, application, or performance of this agreement or in any way arising out of my child’s participation in *Grand Erie*’s program will be resolved in an Ontario court and I agree that I will not bring proceedings in any other court or jurisdiction and irrevocably agree to the jurisdiction of Ontario courts.

*PERSONAL INFORMATION HANDLING*

Personal health information will be collected on the Student Application to assist *Grand Erie* in supporting the student within its means.

Personal information collected by *Grand Erie* in day-to-day school activities may include images of identifiable students including class photos, individual photos, sporting, and special event photos. It is customary in *Grand Erie* to publish student names and/or photographs of students commemorating events or promoting or celebrating participation in various educational, sports and cultural activities.

The above information and any other correspondence relating to registration and attendance at any *Grand Erie* program is collected under the authority of s.170, s.190, s.264 and or s.265 of the Education Act and Sabrina’s Law and in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and the Personal Health Information Protection Act (PHIPA).

The information will be used in the Ontario Student Record (OSR) and for registration, administrative, communication, educational and reporting purposes. The information may be shared with other educational support workers employed by *Grand Erie* or with other employees to carry out their job duties or with providers of student transportation or childcare.

In addition, the information may be used for matters of health and safety or discipline and is required to be disclosed in compelling circumstances or for law enforcement or in accordance with any other Act. Medical information will be shared with those transporting students to ensure their health and safety.

□ I agree to the use of my and my child’s personal information for purposes consistent with the above.

**Parent/Legal Guardian to initial here \_\_\_\_\_\_\_\_**

*STUDENT E-MAIL ADDRESSES AND VIDEO-CONFERENCING SOFTWARE*

Students are expected to use their *Grand Erie*-assigned email address and follow teacher guidelines when using website applications. Students may also be asked by *Grand Erie* to use video-conferencing software such as MS Teams, Zoom, Facetime, etc. for assessment and student orientation purposes.

□ I agree to the use of websites and video-conferencing software consistent with the above.

**Parent/Legal Guardian to initial here \_\_\_\_\_\_\_\_**

*REFUND POLICY*

Request for a refund must be made in writing to the ISP Office at [international@granderie.ca](mailto:international@granderie.ca)

Full Tuition Refunded:

If the Immigration, Refugees and Citizenship Canada (IRCC) does not approve a study permit. **Parent/Legal Guardian:** Must provide the original rejection letter and the original Letter of Acceptance to be considered for a refund.

Full Tuition Refunded less Administrative Fee of $500:

Student is issued a Letter of Acceptance and then withdraws in writing before the start of the program. **Parent**/**Legal Guardian** provides the Letter of Acceptance issued by Grand Erie.

Two-Thirds (2/3 or 67%) Tuition Refunded less Administrative Fee of $500:

Student starts the program and then withdraws within 30 calendar days from the start of the program.

Pro-rated Tuition Refunded:

Student changes immigration status to permanent resident during the term covered by the tuition fees paid.

No Tuition Refunded

1. Student begins the program and then withdraws any time after 30 calendar days from the start of the program, except for an approved extenuating circumstance (e.g., family emergency, medical issue requiring a student’s exit in the 1st Semester, in which case, a refund of 2nd semester fees only will be granted, less Administrative Fee of $500.
2. Student is found to be in violation of school policies and procedures and is asked to withdraw from the program;
3. Student changes immigration status (to something other than permanent resident) during the term covered by the tuition fees paid;
4. Student is asked to leave as a result of unacceptable behaviour or a failure to adhere to the terms and conditions of the Identified Homestay Provider.
5. School closure period out of *Grand Erie’s* control (e.g. labour dispute, inclement weather, etc.).

*RELEASE OF CLAIMS*

I waive and release all claims against *Grand Erie* for the injury, loss, damage, accident, delay or expense resulting from my child’s participation in *Grand Erie*’s ISP. I also release *Grand Erie* and agree to indemnity it, with regard to any financial obligations or liabilities that *Grand Erie* may incur as a result of claims by others, or that my child may personally incur, or any damage or injury to the person or property of others that my child may cause while participating in the ISP.

I understand that *Grand Erie* is not responsible for any loss or injury suffered by my child or me. If my child becomes ill or incapacitated, *Grand Erie* may take such actions as it considers necessary, including securing medical treatment and transporting my child home at his or her own expense. I release *Grand Erie* from all liability related to such actions.

I understand that failure or inability for my child to comply with the academic and behavioural expectations and *Grand Erie* rules set out in this agreement will result in my child being placed on Academic Probation, school contracts and *Grand Erie*-based performance contracts. Additionally, I understand that my child’s participation in the ISP may be terminated at the discretion of the Managers of the ISP without any refund of fees and that my child may be sent home at my expense if he or she does not adhere to *Grand Erie* rules, standards, and instructions as set forth in the schools’ student code of conduct, *Grand Erie* policies and this agreement.

I agree that *Grand Erie* is not liable for any loss suffered by my child or me as a result of any labour dispute may affect the delivery of an educational program.

*COMPLIANCE EXPECTATIONS*

a. Must comply with the laws of Canada and Ontario;

b. Must comply with the school and *Grand Erie* rules, policies and code of conduct;

c. Must comply with the *Grand Erie* *Acceptable Use of Technology and Student Code of Conduct* agreement policies;

d. Must comply with the terms of this International Student Participation Agreement;

e. Must not use, be in possession of or distribute any drugs or alcohol;

f. Must advise *Grand Erie* immediately of any change in address/homestay via a parent, legal guardian or custodian;

g. Must advise *Grand Erie* immediately of any change in custodianship via a parent,

legal guardian or custodian;

h. Must attend all registered classes in the ISP, unless unable by

reason of short-term illness or injury to do so and must communicate reason for absence via a parent, legal guardian or custodian for any absences;

i. Must participate in classes and complete all homework/course requirements as assigned;

j. Must maintain an up-to-date Immigration, Refugees and Citizenship Canada (IRCC) study permit if the program requires it;

k. Must not capture any person’s likeness without prior knowledge and consent, including video, photographs and audio recordings;

l. Must not drive a motor vehicle or operate a motorcycle or motor scooter or other motorized form of transportation, including watercraft, unless as part of the school-based Driver’s Education Course; and to not purchase, rent or otherwise arrange for the use of any such object.

I represent to *Grand Erie* that:

a. My child has no history of engaging in criminal behaviour or sexual misconduct;

b. My child has no known history of any social, emotional, behavioural or health-related problems that could affect their successful participation in the ISP;

c. I know of no reasons why my child cannot successfully participate.

*TERMINATION CONDITIONS*

I agree that *Grand Erie* may end this agreement at any time, without notice and without refunding any program fees paid and may dismiss my child from the ISP if:

a. Any information in my child’s application for admission is untrue; including any undisclosed illness, medical or mental health conditions or undisclosed educational needs;

b. My child breaches any of the obligations set out above;

c. My child is unable to perform or is not performing to a reasonable academic standard (grade average of less than C or equivalent and/or is unable to perform or is not performing to age-appropriate behavioural standards.

I understand that failure for my child to comply with all of the above will result in my child being placed on academic probation, school contracts and *Grand Erie* based performance contracts, suspension or dismissal as determined necessary by school administrators.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Parent/Legal Guardian), apply for admission of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of Student), on the terms set out in this

agreement and I have read and understood the terms of this International Student Participation

Agreement and agree to comply with this agreement and that these terms and conditions are

binding on me and on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Student).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Parent/Legal Guardian**  Today’s DateTop of Form

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Student), have read and understood the

terms of this International Student Participation Agreement and agree to comply with this

agreement and that these terms and conditions are binding on me.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Student**  Today’s Date

\*(Grade 7 and under, Parent/Legal Guardian sign here)Bottom of Form