



## Immaculata Regional High School

### 2014~2015 INTERNATIONAL STUDENT PROGRAM *APPLICATION PROCEDURE*

#### Application Checklist:

1. Completed Application Form
2. Academic Transcript copies (Chinese & English Version)
3. Studying Certificate
4. Graduation Diploma (if you have finished Grade 9 in China)
5. Personal statement (if available)
6. Two recommendation letters from teachers (if available)
7. Copy of student's passport
8. Child's immunization record (Please submit when you get the study permit)
9. \$5000CAD deposit that should be wired to the school within 10 workdays from the date admission is offered
10. The balance of the tuition fee should be wired to the school within 10 workdays from the date the Canadian Visa (Study Permit) is issued
11. The student's flight information should be sent to the school as least 3 workdays before the student arrives at the school

**Immaculata Regional High School**  
1493 K.L.O. Road, Kelowna, B.C. V1W 3N8

**APPLICATION FOR ADMISSION – INTERNATIONAL STUDENT 2014-2015**

Applying for: Grade \_\_\_ Starting in: Spring  Fall  /201\_\_\_

Student's Name _____ Boy _____ Girl _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Surname</span> <span>First</span> </div>	
Address _____ Postal Code _____	
City _____ Country _____ Citizenship: _____ Student Visa: <input type="checkbox"/> Desired <input type="checkbox"/> Obtained	
Completed Grade _____ Date of Birth _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Day</span> <span>Month</span> <span>Year</span> </div>	
Birthplace _____ Language spoken at home _____	
Current School (name and address): _____	
Previous travel: _____	
Father's Name _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Surname</span> <span>First</span> <span>Middle</span> </div> Date of Birth _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Day</span> <span>Month</span> <span>Year</span> </div> Occupation _____ Home Phone _____ Business Phone _____ E-mail Address _____ Mailing Address _____ (If different from home address) _____ _____	Mother's Name _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Surname</span> <span>First</span> <span>Middle</span> </div> Date of Birth _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Day</span> <span>Month</span> <span>Year</span> </div> Occupation _____ Home Phone _____ Business Phone _____ E-mail Address _____ Mailing Address _____ (If different from home address) _____ _____

I hereby certify that the above information and all other application documents are correct. I hereby agree to support the school rules and regulations laid down by the Kelowna Catholic Public School Council, the Principal and Staff of Immaculata Regional High School, as long as my child remains a pupil there.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature



## **Personal Information Privacy Policy (PIPA)**

Used by Independent Schools for parents and students  
as they pertain to the PIPA legislation.

**Name:** \_\_\_\_\_  
(Parent/Guardian...Please print)

I consent to having **Immaculata Regional High School** collect personal information that may include student identification information, birth certificate, legal guardianship, court orders if applicable, parents' work numbers and e-mail address, behavioural, academic and health information, most recent report card, emergency contact name and number, doctor's name and number, health insurance number and any similar information needed for registration.

I further consent to the use and disclosure of information contained in this form and otherwise collected by or on behalf of **Immaculata Regional High School** (1) for the purpose of establishing, maintaining, and terminating the student's or parent's relationship with **Immaculata Regional High School**, (2) for additional purposes identified when or before personal information is collected, and (3) as otherwise provided in **Immaculata Regional High School's** Personal Information Privacy Policy, a copy of which is available on request. I also consent to the collection, use and disclosure of such personal information by and to agents, contractors and service providers of **Immaculata Regional High School**.

*This information is required in order to register your child at this school and assist the school authority in making an informed decision as to your child's suitability and appropriate placement in the school. It will also allow the school to respond immediately to an emergency. For more information, the privacy officer for **Immaculata Regional High School** is the **school principal** and may be reached at 250-762-2730.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

It is the tradition in the school to allow staff, parents, and media to photograph individual students and groups of students for promotional material, to commemorate events, and to promote various educational, sports, and cultural events taking place in the school. While these add to the community life of the school, they are not required for educational purposes. Students' names, photographs and comments may be published on the school newsletter, school reports or in the news media. I permit the publication of my child's name, photograph and comments for the purposes consistent with the above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The school prepares class phone lists at each grade level to be used by school personnel for various school purposes. We sometimes have parents involved in phoning to fan out information for school purposes. I consent to our address and phone number being on the school phone lists.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Parent Personal Information**

I acknowledge that my vehicle insurance information and driving record are required by the school to protect against third party liability claims in case of an accident, should I use my vehicle to drive for the school. I understand that this information will only be released in the event of an accident.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Release and Storage of Parent Personal Information**

**Immaculata Regional High School** acknowledges that there will be no disclosure of personal information to unauthorized personnel or third parties who are not directly involved in school management or the care, supervision and instruction of your child at this school, unless written authorization from a parent or legal guardian is provided to the school. The school will securely store all digital and hard copy parent and student personal information.

Signature: \_\_\_\_\_ (Mr. Rob Plaxton)  
Principal Phone: (250)762-2730

**Immaculata Regional High School**  
1493 K.L.O. Road, Kelowna, B.C. V1W 3N8

**Behavior Code**  
**Agreement with All International Students and Their Parents**

Each student is held accountable for their actions and high moral standards are required. All students must agree to the rules outlined in the Immaculata Regional High School Student Handbook which will be given to each student upon arrival to Immaculata Regional High School.

The rules of the Handbook include, but are not limited to:

No drinking of alcoholic beverages.

No use of tobacco (smoking or chewing).

No consumption of illegal drugs.

No premarital sexual relations.

No use of profanity.

No weapons on school grounds.

No cheating or plagiarism.

No sleeping in class.

Must agree to abide by school dress code as outlined in the handbook, including Physical Education class.

Must complete community service hours required per grade level.

Must agree to the attendance policy outlined in the handbook.

Must agree to obtain permission from biological parents in order to travel in Canada when traveling without the host family. A 25 year old adult must accompany those students under the age of 18.

Must agree to complete summer readings and assignments.

Must agree to purchase supplies as listed on the supply sheet.

International students must agree to be culturally sensitive and respectful to students from other countries and students from their own country.

There will be other speakers of your native language; however, you must agree to use English while in the classroom.

If a student participates in any of the extra-curricular athletic programs, they must have a physical examination annually.

No new international students are permitted to obtain a driver's license while attending the school.

I understand that failure to abide by the first seventeen promises will result in disciplinary action that could include suspension or expulsion from Immaculata Regional High School. My signature indicates that I understand these guidelines and consequences.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Parents' Signature \_\_\_\_\_

Date \_\_\_\_\_

## Chinese Version of Behavior Code

该文件为原件之翻译件，仅供阅读和参考。

# 伊曼库雷塔高中 国际学生校规遵守协议

每位学生都要有自我行为责任感以及很高的道德标准。所有学生必须同意遵守学校的学生手册。这本学生手册会在学生到校后，发到每个学生手中。

手册包括并不限于以下各项：

学生不得饮用酒精类饮料。

学生不得使用烟草产品（吸烟或咀嚼）。

学生不得购买非法毒品。

学生不得进行婚前性行为。

学生不得有褻渎的语言和行为。

学生不得在校内带武器。

学生不得抄袭或作弊。

学生不得在课堂上睡觉。

学生须按照手册要求穿着校服，包括体育课。

学生须根据所在年级的要求完成相应的社区服务。

学生须遵守学生手册中学校出勤规定。

如果学生不在寄宿监护下在加拿大境内旅游，须获得亲生父母亲的同意，方可出游。18 周岁以下的学生必须有年满 25 周岁以上监护人陪同。

学生须完成暑假阅读任务和暑假作业。

国际学生应注意文化差别，尊重来自其他国家以及本国的学生。

班级中会有讲汉语的同学，但是在教室里学生必须讲英语。

如果学生参加任何课外体育活动，必须有医生年检证明方可参加。

新的国际学生在伊曼库雷塔高中上学期间，不得考取驾照。

本人理解若不遵守上述 17 个纪律条款将导致伊曼库雷塔高中开出包括停学和开除在内的处分措施。本人已阅读伊曼库雷塔高中国际学生的协议内容，同意遵守所有条款，并签名如下。

家长签字 \_\_\_\_\_

日期 \_\_\_\_\_

学生签字 \_\_\_\_\_

日期 \_\_\_\_\_

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**International Student Yearly Tuition & Fee Invoice January/2015 – January/2016**

**Standard Total: CAD\$34,550 (including two semesters fees, from January /2015 to January/2016)**

**Includes:**

- Tuition
- Textbooks
- Registration Fee
- Standard Administrative Fee
- Medical Insurance
- ESL Fee (Excludes extra English tutoring fee)
- Miscellaneous Fee
- Homestay Charge for Ten Months
- Homestay Placement Fee
- 3 meals a day
- International Fee (Excludes non-standard extra-curricular)
- Yearbook Fee
- Custodianship Fee
- Lockers Fee
- Airport Pickup

An initial deposit of \$5,000 CAD is required in order to process the official acceptance letter. The remaining balance must be paid within 10 workdays from the date the Canadian Visa (Study Permit) is approved.

**Additional Information:**

- All international students must bring a laptop or tablet
- Recommended personal spending money: at least \$150.00 CAD per month
- Fees do not include personal pocket money, phone calls, and personal belongings.

We confirm we have read and agreed to the fee list above.

Father's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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## International Student Refund Policy (2014-2015)

We \_\_\_\_\_, as parent(s)/ guardian(s) of \_\_\_\_\_, the undersigned, agree to pay the tuition and fees, and to comply with all other policies while my child, is attending Immaculata Regional High School. I also agree to give my time, interest, and finances to Immaculata Regional High School to the best of my ability. With my signature, I accept the following international refund policy:

### 1. Deposit refund

The deposit (\$5,000 CAD) is non-refundable. If the student is unsuccessful in obtaining a Visa (Study permit), \$4,500 CAD of the deposit will be refunded less the application fee, wiring fees and other related costs. However, this is the only condition under which any of the deposit will be refunded.

### 2. Tuition and fees

The total tuition and fees for the 2014-2015 school year is CAD\$34,550. If the student is successful in obtaining a Visa (Study Permit), the entire balance will be wired to the bank account chosen by the school, within 10 workdays.

The staff at Immaculata Regional High School understands that an international student needs a period of time to adapt to his/her new environment in Canada and we will try our best to make your child adjust. However, if your child disobeys our school rules or fails to abide by behavior code, this will result in disciplinary action. This includes suspension or expulsion from Immaculata Regional High School.

Any student who is expelled or dismissed from the school; or who withdraws or transfers to any other school for any reason, will receive a refund for the unused portion of his/her homestay fee only.

Mother's Signature \_\_\_\_\_

Date \_\_\_\_\_

Father's Signature \_\_\_\_\_

Date \_\_\_\_\_

Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_

注：该文件为原件之翻译件，仅供阅读参考，签字部分要求学生费用支付人亲自填写，提交后所有签字都将认可为费用支付人签名，如产生任何签字或财务纠纷，学校不予负责。

## 伊曼库雷塔高中 国际学生退款政策

作为以下这位签名的孩子的父母/监护人，我们同意缴纳学费和其他相关费用，并同意在该孩子在伊曼库雷塔高中上学期间遵守学校其他全部政策。我们也同意尽可能奉献我们的时间、关心和资助给伊曼库雷塔高中。我接受以下国际学生退款政策：

### 1、押金退款

押金（5,000 加币）是不可退还的。

如果学生未能成功获得加拿大学生签证，学校在扣除申请费等相关费用后，可以退还 4,500 加币。这是押金可以退还的唯一情况。

### 2、学费及相关费用

2014-2015 全年费用是 34,550 加币。

如果学生成功签证，那么家长和学生需把剩余费用在 10 个工作日之内汇到学校账户。

学校的教职工非常理解国际学生需要一段时间来适应加拿大的新环境，我们会尽全力使您的孩子适应。如果您的孩子违反了学校的校纪校规，学校仍将给予学生相应的纪律处分。纪律处分包括停课或者开除。

如学生被开除或劝退，或者学生因为其他原因离开学校或转校，学校仅退还没有被使用的寄宿家庭费用。

母亲签名： \_\_\_\_\_

日期： \_\_\_\_\_

父亲签名： \_\_\_\_\_

日期： \_\_\_\_\_

监护人签名： \_\_\_\_\_

日期： \_\_\_\_\_



# CUSTODIANSHIP DECLARATION - CUSTODIAN FOR MINORS STUDYING IN CANADA

## STUDENT INFORMATION

Student's full name	Citizenship	Date of birth Y                      M                      D	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Name and address of school in Canada			
Address where student will reside in Canada			

## PARENTS/GUARDIANS INFORMATION (Preferably from both parents/guardians)

	Parent/Guardian 1	Parent/Guardian 2
Full name		
Date of birth	Y                      M                      D	Y                      M                      D
Home address		
Telephone number		

## CUSTODIAN INFORMATION

Full name	Status in Canada <input type="checkbox"/> Canadian citizen or <input type="checkbox"/> Permanent resident	Date of birth Y                      M                      D
Home address		Telephone number

The application of the official seal below confirms that the notary public has received evidence that the custodian is a Canadian citizen or a permanent resident, is over 19 years of age, and currently resides at the home address stated above.

I, \_\_\_\_\_ (name of custodian), hereby solemnly declare that I will undertake the full custodianship for the said student, \_\_\_\_\_ (name of student), during his/her stay in Canada, while under the age of majority in the province in which he/she resides. As a custodian, I have made the necessary arrangements for the care and support of the said student in place of the parents as appropriate. By signing this custodian agreement, I certify that I reside within a reasonable distance of the student's intended residence and school and will be able to fulfil my obligations as a custodian in the event of an emergency.

\_\_\_\_\_  
Signature of custodian                      Year                      Month                      Day  
Date

Sworn before me at: \_\_\_\_\_ (city), in the province of \_\_\_\_\_ (province/territory), \_\_\_\_\_ country (if applicable).

This \_\_\_\_\_ day of \_\_\_\_\_ (month), \_\_\_\_\_ (year).

\_\_\_\_\_  
Signature of notary

OFFICIAL SEAL OF NOTARY PUBLIC

