



Heritage Christian School

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A ministry of the Kelowna Christian Center Society

2018-2019 International Student Re-Enrollment Application & Profile

I. Student's Personal Data

Date of Application: _____ / _____ / _____
(Year) (Month) (Day)

Present Grade: _____ Elementary Grades K-6
Grade Applying for: _____ Middle/Secondary Grades 7-12

Date of Admission Requested: _____
Expected Withdrawal Date: _____

Date of Birth (according to your Passport): _____ / _____ / _____
(Year) (Month) (Day)

Place of Birth: _____ Age: _____ Male Female

Name: _____
Family Name Given Names

English/Canadian Name: _____ Nationality: _____

Permanent Address: _____
Street Address City

Province / State Country Postal / Zip Code

Home Phone: _____ Fax: _____

Email: _____ 2nd Email: _____

Father's Name: _____ Mother's Name: _____

Office Use Only

Date Received: _____ Date Accepted: _____

Application Fee Received: Yes No BCeSIS / Student's Achieve

Home Stay required: Yes No Library

Home Stay Application: Yes No Educational Support

Placed with Family: _____ Interview

Birth Certificate Visa Passport BC Medical Student Guard

Date Guardianship and Acceptance Letter Sent: _____

Attach Photo

II. Additional Parent or Guardian Information

Father's Information

Cell Phone _____ Work Phone _____

Occupation _____ Date of Birth: _____ / _____ / _____
(Year) (Month) (Day)

Mother's Information

Cell Phone _____ Work Phone _____

Occupation _____ Date of Birth: _____ / _____ / _____
(Year) (Month) (Day)

Please indicate who has legal guardianship of this child while at home.

Parent(s) _____ **Joint** - Yes No **Sole Custody** – Yes No

Other (please indicate) _____

III. Guardianship and Visa Information

If you are working with a student placement agency, or a Canadian relative or representative, please give names and contact information for your representative.

Agency Name (if applicable): _____ Phone: _____

Contact Name: _____ Cell: _____

Representative Address (if applicable): _____

Email Address: _____ Fax: _____

Have you made specific arrangements for guardianship of your child while they are in Canada?
Yes No

If yes, please indicate name and contact information for your child's intended guardian.

Name: _____
Family Name *Given Names*

Permanent Address: _____
Street Address *City*

Province / State *Country* *Postal / Zip Code*

Relationship to Student: _____ Male Female

Phone Number: _____ Cell Number: _____

Fax Number: _____ Email: _____

IV. Homestay Information

Do you require Homestay accommodations? Yes No

Members in your family:

Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____

Many Canadian families have pets (For example: cats, dogs, birds, fish or others).

Do you like pets? Yes No

Would you like to stay in a home with children or teenagers?

Children	Yes <input type="checkbox"/>	No <input type="checkbox"/>	No preference <input type="checkbox"/>
Teenagers	Yes <input type="checkbox"/>	No <input type="checkbox"/>	No preference <input type="checkbox"/>

What activities, sports, hobbies, or interests do you enjoy when you are not studying?

If there is any other information you can provide that is pertinent and/or related to your child's registration? Please include it below.

Have you read and understand the financial commitments as explained in the Heritage Christian School International Student Application? Yes No

Heritage Christian School is collecting and maintaining the information requested on this form for the purpose of assessing the eligibility of International Students for International Education programs within its campus and for placement in a suitable home.

V. Home Stay Information and Fees

If requested, Heritage Christian School will make arrangements for your child to live with a Christian Canadian Host Family. We make every effort to accommodate your request and match your child with children of similar ages. The family will provide three meals per day, transportation to and from school (high school students may choose to take the city bus), and give them support needed to live here in Kelowna. Students will become proficient in English and Canadian culture by choosing to live in a Homestay situation.

Homestay Fees

The monthly and daily Homestay Fee for students is \$950.00/month (\$35/day for part of a month). The fees are paid at the beginning of the year and held in trust by the school for monthly disbursement to the homestay family. If your child does not attend for the whole term, as stated in your application, there must be at least one month notice given to the school. If notification of withdrawal is less than one month, the Homestay family will receive the fees for the current month and one more month in lieu of proper notification.

VI. Medical Data

Does your child have any allergies? Yes No
If yes, please describe. _____

Does your child take any medication on an on-going basis? Yes No
If "Yes", please state what the medication is and the condition that is being treated. _____

Will the school be administering the medication? Yes No
If yes, please download the medical forms off the Internet and have them completed by a guardian and the doctor.

Does your child have any serious or potentially life threatening medical conditions? Yes No
If yes, please describe. _____

VII. Conditions of Registration

Please check each condition.

1. _____ I/We have read the Student/Parent Handbook (*Admission Policy, pg 9-11*) and understand the commitment we are making.
2. _____ I/We agree to abide by the school rules and guide our child to uphold the Code of Conduct and discipline of the school as outlined therein.
3. _____ I/We certify that all information on this application is complete and correct.
4. _____ I/We authorize Heritage Christian School to verify any of the information submitted herewith.
5. _____ I/We have enclosed a copy of the following documents:
 - ___ My child's most recent Progress Report
 - ___ Birth certificate
 - ___ A copy of health insurance
 - ___ Passport
 - ___ Pastor's reference (Page 9 of this application)
 - ___ Appropriate documents in regards to citizenship status (Visa)
 - ___ Personal student letter (for grades 6-12)
6. _____ I/We agree that it is the responsibility of the parent(s) to stay in contact with the school as to the progress of my child and will access Student's Achieve, via the internet, for their weekly progress.
7. _____ I/We agree that work produced by our child(ren) may be used for promotional purposes such as HCS sees fit.

VIII. Signatures

Parent/Guardian: _____ Date: _____

Parent/Guardian: _____ Date: _____

IX. Protection of Personal Information

From time to time we must send your child’s personal information outside of the school to a few organizations we deal with for educational purposes. This information is carefully selected and will not be used by third parties for advertising or other unauthorized uses.

- | | |
|------------------------------------|---|
| Ministry of Education | Other HCS families via our school directory or newsletter |
| Community Health Clinic | Other educationally related businesses |
| Other schools/school organizations | Media for sporting or promotional events |
| Community Programs (YMCA etc.) | Sports organizations |

I give permission for Heritage Christian School to use my personal information for the above stated uses and any photos that may be taken of my child on activities or in the classroom for promotional and advertising purposes.

Signature: _____ **Date:** _____

X. Tuition and Fees – all funds are in Canadian dollars

Application Fee	One-time (non-refundable)	\$500
Tuition -10 months	Full year	Contact school representative
Medical **	All students must purchase either private or government medical insurance as a condition of their acceptance	Approximately \$700 for a full school year

- Please note:**
- A non-refundable Application Fee of \$500 must accompany the application
 - Once your application is received, you will be contacted to arrange an Interview time.
 - All fees are to be paid prior to the Letter of Acceptance being issued.
 - Any student registering for a partial year or semester will be pro-rated and charged an additional 10%.
 - Medical Insurance is mandatory for all International students studying at HCS
 - Additional Fees may be applicable to students who are in need of extra services such as: change of homestay, tutoring, etc.

XI. Tuition and Payment Information

Tuition is received to cover the costs of education for your children in Canada. We are a Group 1 Independent School, registered with the Province of British Columbia and can only receive government funding for students whose parents reside in British Columbia. Students from outside Canada all pay the same fee, regardless of grade level. Payment is required at the beginning of the school year unless other arrangements are made with our financial department.

Method of Payment

Payment may be made by credit card, bank draft, cash, cheque or electronic bank transfer directly to the school. Please contact the school for specific wire transfer information.

XII Refund Policy

Before the program begins

	Student Receives	HCS Retains
If Visa is denied.	Remaining tuition	\$500
Less than 7 days after registration	75% of tuition	25% of tuition
30 Calendar days or more before the start of class	75% of tuition	25% of tuition
Less than 30 days before the start of class	60% of tuition	25% of tuition

After the program begins

	Student Receives	HCS Retains
Before 10% of program duration	50% of tuition	50% of tuition
Between 11% and 30% of program duration	30% of tuition	70% of tuition
After 30% of the completed program	0%	100%

Please note: Application Fees and Homestay Finder's Fees are *non-refundable*.

- 1) Your program is indicated by the start and end dates of your signed application form.
- 2) Tuitions fees are *non-transferable*.
- 3) All requests for refunds must be made *in writing* and *given to reception*.
- 4) 4) Refund requests must *include the original Letter of Acceptance* issued by Heritage Christian School as well as any supporting documentation.
- 5) If you are denied authorization from Citizenship and Immigration, *a copy of the letter stating that you are denied* is required. A full refund less \$500.00 will be given.
- 6) If you are eligible for a refund, you will receive the refund within 90 days of your written notice.
- 7) 7) Canada Immigration will be contacted when students withdraw prematurely from the program.
- 8) **NO REFUND** will be given to a student who is dismissed from the program due to a breach of law, policy, regulation, or student code of conduct.

Full-time Tuition Rates and Fees

Heritage Christian School has very reasonable tuition costs compared to other schools in Canada. Because the school receives no government funding for International Students, all the costs must be covered by the family. Arrangements for all costs and fees are to be paid before the student arrives in Canada. *All tuition and fees are in Canadian Funds (CDN).*

Application Fee	One-time (non-refundable)	\$500.00 CDN
Tuition	Full year	Contact school representative
Medical **	All students must purchase either private or government medical insurance as a condition of their acceptance	Approximately \$700.00 CDN for a full school year
Homestay Finder's Fee	Non-refundable	\$400.00 CDN
Monthly Homestay Fee	Elementary students	\$950.00 CDN (\$35/day)
Monthly Homestay Fee	Middle – High School students	\$950.00 CDN (\$35/day)
Airport Pick-up and Drop-off	As requested	FREE

- Please note:**
- *A non-refundable Application Fee of \$500.00 must accompany the application*
 - *A non-refundable Homestay Finder's Fee of \$400.00 must also accompany the application*
 - *Once your application is received, you will be contacted to arrange an Interview time*
 - *Upon approval of your application, you will then be invoiced for the remaining tuition and fees owed*
 - *All fees are to be paid prior to the Letter of Acceptance being issued*
 - ***MSP coverage is required by law in BC for any student studying longer than 6 months. Private insurance is then required for students studying for less than 6 months*
 - *Additional Fees may be applicable to students who are in need of extra services such as: change of homestay*