

ELIGIBILITY FOR ADMISSION

Background

Pursuant to the *School Act*, the School District shall provide an education program, free of charge, to all children of school age 'ordinarily resident' in the School District, and may provide an educational program free or at a fee to temporary attendees, non-residents, or over-age students.

For the purposes of Section 82 of the *School Act*, a student is a resident in the School District if:

- The student is 'ordinarily resident' in the School District;
- The parent of the student is also 'ordinarily resident' in British Columbia.

1. Admissions

- a. Subject to Section 74.1 of the *School Act*, a person is entitled to enroll in an educational program provided by the board of a school district if the person is of school age and is resident in that school district. To be eligible for provincial funding, students must be ordinarily resident in BC with their parent/legal guardian.
- b. Schools should directly register students whose parent/guardians are First Nations, Metis, Canadian Citizens, and Permanent Residents, including those with convention refugee status.
- c. Permanent Residents, Temporary Residents including refugee claimants, deemed residents, authorized students, and dependents of study permit or work permit holders will be referred to the International Student Program to verify their eligibility for admission as fee-paying or non-fee-paying students, and for receipt of an Acceptance Letter, where applicable.

2. Eligibility Requirements

School Age

- a. A student is eligible for admission in September of a school year if the student will have attained the age of five years on or before December 31 of a school year. The student is eligible to continue to receive an educational program until June 30 of the school year in which the person reaches the age of 19 years.
- b. Students registering in School District schools shall be required to submit appropriate proof of age, residency within the School District and citizenship.
- c. The School District will accept submissions for proof of age, such as the following:
 - i. Original Birth Certificate
 - ii. BC Identification Card
 - iii. Passport
 - iv. Status Card
 - v. Student Driver's License
 - vi. Student BC Services Card (photo version only)
 - vii. Letter from the Ministry of Children and Families
 - viii. Letter from local Band membership

Residency and Citizenship

- a. In accordance with Section 82, of the British Columbia *School Act*, a board must provide instruction free of charge to every student of school age resident in British Columbia and enrolled in an educational program in a school operated by the board. Section 82(2) states a student is resident in British Columbia if the student and the student's guardian are ordinarily resident in British Columbia.
- b. To be eligible for Ministry of Education Operating Grant Funding (“funding”), boards must ensure that students meet age and residency requirements. A board may charge fees for services provided by the board to any applicant not ordinarily resident in BC.
- c. In addition to establishing Citizenship/Permanent Residency in Canada, one primary document and one supporting documents showing residency in the School District is required. The School District will accept submissions for proof of residence such as the following:
 - i. Parent or student BC ID or Driver’s License
 - ii. Utility bill
 - iii. Home purchase/rental agreement
 - iv. BC Care Card
 - v. Letter from the Ministry of Children and Families
 - vi. Letter from local Band membership
 - vii. Property tax notice with home owner grant eligibility
- d. The School District will accept submissions for proof of citizenship such as the following:
 - i. Canadian Birth Certificate
 - ii. Canadian Passport
 - iii. Canadian Citizenship Card
 - iv. Canadian Citizenship Certificate
 - v. Confirmation of Permanent Residence and Passport
 - vi. First Nations Documentation or Band Card
 - vii. IRCC confirmation or Permanent Residence being processed within Canada