



International Visa Student Academic Application

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International Education Services

36 Regatta Avenue
Richmond Hill, ON L4E 4R1 Canada
www.yrdsb.ca/international

Telephone: (905) 884-2046 x237
Fax: (905) 773-2406
admissions@yrdsb.ca

PLEASE PRINT CLEARLY AND IN BLACK INK

STUDENT INFORMATION

LAST NAME		FIRST NAME		PREFERRED NAME		AGE	
MALE	DOB (YYYY MM DD)		CITIZENSHIP	COUNTRY OF BIRTH	EMAIL ADDRESS (MANDATORY)		
FEMALE							

PARENT AND FAMILY INFORMATION (in home country)

STREET ADDRESS				
CITY		PROVINCE	COUNTRY	POSTAL CODE
PRIMARY TELEPHONE NUMBER (include area code)		PRIMARY EMAIL ADDRESS (MANDATORY)		
FATHER'S LAST NAME		FATHER'S FIRST NAME		OCCUPATION/TITLE
CELL TELEPHONE NUMBER (include area code)		EMAIL ADDRESS (MANDATORY)		
MOTHER'S LAST NAME		MOTHER'S FIRST NAME		OCCUPATION/TITLE
CELL TELEPHONE NUMBER (include area code)		EMAIL ADDRESS (MANDATORY)		
FATHER'S DATE OF BIRTH YYYY MM DD		MOTHER'S DATE OF BIRTH YYYY MM DD		
NAME / AGE OF SISTER(S) OR BROTHER(S)				

CUSTODIAN INFORMATION - REQUIRED IN ALL CASES

(Must be a Canadian Citizen or Permanent Resident over age 25 and assume the role of official contact for the school.)

LAST NAME		FIRST NAME		RELATIONSHIP TO STUDENT (MANDATORY)	
STREET ADDRESS		CITY	PROVINCE	POSTAL CODE	
HOME TELEPHONE NUMBER	CELL-PHONE NUMBER	WORK TELEPHONE	EMAIL ADDRESS (MANDATORY)		

WILL THE STUDENT RESIDE WITH A PARENT WHILE THEY ARE STUDYING IN CANADA? YES NO
INDICATE WITH WHOM THE STUDENT WILL RESIDE? (Complete the Homestay/Accommodation section below)
PARENT RELATIVE FAMILY FRIEND YRDSB APPROVED HOMESTAY PROVIDER

HOMESTAY/ACCOMMODATION INFORMATION

If applying to one of the YRDSB approved homestay providers, the details of the host family may be provided when host placement is confirmed.

LAST NAME		FIRST NAME		RELATIONSHIP TO STUDENT	
STREET ADDRESS		CITY	PROVINCE	POSTAL CODE	
PRIMARY TELEPHONE NUMBER	WORK TELEPHONE NUMBER	EMAIL ADDRESS (MANDATORY)			

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YRDSB PARTNER HOMESTAY/CUSTODIANSHIP - APPROVED BY YRDSB

Students of the York Region District School Board, attending Grade 9 to 12 must reside with the YRDSB approved homestay organizations below or a parent, relative or family friend. Apply directly to:

CANADA HOMESTAY NETWORK - APPLY DIRECT

MLI HOMESTAY - APPLY DIRECT

MEDICAL INSURANCE (COVERAGE MUST BE FOR THE ENTIRE SCHOOL REGISTRATION PERIOD)

12 MONTHS

13 MONTHS

MEDICAL INFORMATION

LIST ANY MEDICAL CONDITIONS THAT SCHOOL STAFF SHOULD BE AWARE OF. FOR EXAMPLE, ADD/ADHD (ATTENTION DEFICIT, HYPERACTIVITY DISORDER), ANXIETY, DEPRESSION, ETC.

LIST ANY MEDICATION(S) PRESCRIBED TO THE STUDENT.

The medical insurance coverage provided to YRDSB international students is subject to limitations and exclusions. Students who require care for unstable or chronic/ongoing conditions will have to pay for medical treatments directly.

SCHOOL PLACEMENT

The Admissions Office will make every attempt to place students in their preferred school of choice; however, this is not always possible. York Region District School Board reserves the right to determine the final school and grade placement. In the Ontario education system, an elementary school student is placed in a grade according to their year of birth. It is common for the secondary school student who is designated to a particular grade to take subjects at a different grade level as long as they meet the subject prerequisites.

LIST SCHOOLS IN ORDER OF PREFERENCE: (please visit www.yrdsb.ca/international to view the list of available schools)

1.	2.	3.	NO PREFERENCE
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CHOICE BY MUNICIPALITIES:

1. AURORA	3. GEORGINA	5. MARKHAM	7. RICHMOND HILL	9. WHITCHURCH-STOUFFVILLE
2. EAST GWILLIMBURY	4. KING	6. NEWMARKET	8. VAUGHAN	

STUDY PLAN

PROGRAM		GRADE PLACEMENT	STARTING SEMESTER	
ELEMENTARY	SECONDARY		SEPTEMBER	FEBRUARY

AREA OF INTEREST

☐ ARTS ☐ BUSINESS ☐ COMPUTER STUDIES ☐ ENGLISH ☐ MATHEMATICS ☐ SCIENCE ☐ SOCIAL SCIENCE
☐ OTHER (SPECIFY):

DURATION OF STUDY

2 SEMESTERS OTHER:

EDUCATION GOALS

☐ ONTARIO SECONDARY SCHOOL DIPLOMA ☐ ATTEND UNIVERSITY IN CANADA ☐ OTHER:
☐ ONTARIO SECONDARY SCHOOL CREDITS ☐ ATTEND COLLEGE IN CANADA

HOW DID YOU HEAR ABOUT YRDSB?

☐ EDUCATION FAIR ☐ FRIEND / RELATIVE ☐ AGENT / AGENCY ☐ INTERNET

REFUND POLICY

DEFERRAL OF FEES

If a study permit is not issued in time for the student to attend the first day of classes, the student may request that admission be deferred to the following semester. If the study permit is not issued within two (2) weeks following the commencement of classes, fees will automatically be deferred to the following semester.

STUDY PERMIT REFUSAL

If a Study Permit is refused and the student wishes to re-apply, rather than requesting a refund, the student may request that admission be deferred to the following semester. The request for deferral must be submitted in writing within 30 days of denial of the Study Permit. A copy of the original refusal letter from Immigration, Refugees & Citizenship Canada (IRCC) must accompany the written request.

A refund is issued only if a student is refused a Study Permit by Immigration, Refugees & Citizenship Canada (IRCC). In this case, the student must submit the following documentation within 30 days from the issue date of the original refusal letter from IRCC:

- a written refund request signed by the parent(s) and student indicating to whom the refund cheque should be made payable
- a copy of the original letter of refusal received from IRCC
- an administration fee of \$500 will be deducted from each refund request

No refund will be issued if the student fails to submit any of the above within 30 days from the issue date of the original refusal letter from IRCC:

STATUS CHANGE

If the immigration status of a student changes prior to or during the school year, contact the Reception Centre to have immigration documents verified. To request a refund of fees, please contact International Education Services. Please note that requests for refund will not be considered if received after October 15 for semester/term 1 or March 15 for semester/term 2. An administration fee of \$500 will be deducted from each refund request.

APPLICABLE FEES

If a refund request is approved, please note the applicable fees that are refundable and non-refundable.

Non-refundable: Registration Fee, Homestay/Custodianship Application Fee, Custodianship Fee

Refundable: Tuition Fee, Homestay Fee, Airport Pick-up

MEDICAL INSURANCE

A refund of the medical insurance fee may be requested directly from Ingle Travel & Health Insurance Services Inc. by telephone at 1-888-386-8888 or by email helpline@ingleinternational.com.

NON-REFUNDABLE

No refunds will be issued in the following circumstances:

- the student withdraws for any reason after a YRDSB official Letter of Acceptance has been issued
- the student is found in violation of YRDSB policies or the Student Code of Behaviour and is asked to withdraw from school
- false medical information is given and/or pertinent medical conditions are not disclosed
- no partial refund will be issued in the case of late arrival

APPOINTMENT OF AGENCY

I/We authorize the Agency named below to serve as our representative and to share and receive information regarding this application on our behalf with the York Region District School Board.

SIGNATURE OF PARENT:	DATE	SIGNATURE OF PARENT:	DATE
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AGENCY INFORMATION (if applicable)

COMPANY NAME		CONTACT PERSON'S NAME	
STREET ADDRESS		SIGNATURE	DATE (YYYY/MM/DD)
CITY	PROVINCE	POSTAL CODE	COUNTRY
CELL PHONE NUMBER (INCLUDE AREA CODE)	TELEPHONE NUMBER (INCLUDE AREA CODE)	EMAIL ADDRESS (MANDATORY)	

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TERMS AND CONDITIONS OF PARTICIPATION (must be acknowledged, signed and dated by student (over age 18) and parent(s))

- All parents, custodians and students must agree and adhere to the following conditions of admission and continuing enrolment:
 - International students must comply with all York Region District School Board policies and the [Student Code of Behaviour](#). Failure to follow school policy or to comply with the conditions of the study permit (make progress toward completing the program) as stated by Immigration, Refugees & Citizenship Canada (IRCC) will result in withdrawal from the program.
 - Providing false medical information or non-disclosure of medical conditions or prescription medications may result in withdrawal from the program, and the student returned home to be in the care of parents.
 - International students must have achieved an academic average of 65% and must maintain this average while attending school in order to be eligible for admission renewal.
 - International students must attend school regularly. Any pattern of unauthorized absences or patterns of poor attendance may result in withdrawal from the program.
 - Secondary students must maintain a full-time timetable (minimum of three (3) courses per semester).
 - Students must have a custodian assigned for the entire period of study, regardless of age.
 - Students must reside in a home environment, supervised by an adult, throughout the period of study, regardless of age.
 - JK & SK students **must live with a parent**
 - Gr 1 to Gr 8 students **must live with a parent or a relative** as approved by International Education Services
 - Gr 9 to Gr 12 students **must reside with a parent, relative or family friend who is an adult over the age of 25**, as approved by International Education Services
 - **Gr 9 to Gr 12 students who are applying to Homestay programs can only apply to MLI or CHN**
 - Any student who will reach 18 years of age while participating in the program must provide consent to share information with their parent/custodian by signing a [Consent for Information Sharing - Students at the Age of Majority Form](#) and submitting the form to International Education Services by email at: admissions@yrdsb.ca, and providing a copy to the main office of their school.
 - Students must notify the Admissions Office of the York Region District School Board of a change of custodian and provide photocopies of updated custodian declaration forms.
 - International students are not eligible to participate in special programs such as Special Education, the French Immersion Program, the International Baccalaureate Program, the Sports Program at Bill Crothers Secondary School, the Arts Unionville Program, and any regional arts, sports and music programs. All in-school programs are open to them.
 - Students are discouraged from taking courses outside of YRDSB to obtain a credit unless:
 - That course is not offered in their school;
 - It cannot be accommodated on their timetable;
 - The course is pre-approved by the YRDSB.
 - No refunds will be granted if students are demitted for any of the above reasons.
 - Parents will:
 - Waive, release and absolve and agree to indemnify and save harmless YRDSB, their officers, directors, employees, agents and independent service providers from any and all liability for all losses and damages (including but not limited to the loss or theft of students' money and the damage, loss or theft of students' personal belongings), personal injuries, or death, except such as results solely from its or their willful neglect.
 - Not hold the York Region District School Board liable for losses/expenses that may incur as a result of the Board being unable to provide education due to labour disputes, inclement weather conditions or other causes beyond its control.
- YES NO Student photographs, videotaped images and activities, voice recordings, artwork, writing or other school work may be recorded, displayed or used in board and school specific Internet web pages for documentation and presentation purposes of the York Region District School Board. I/We the undersigned, consent to the use of the above noted records and images by the York Region District School Board for the student named in this application.
- YES NO I give my child permission to attend school or district-sponsored field trips.
- YES NO I agree to receive commercial electronic messages from York Region District School Board and school(s) where my child(ren) is/are registered which may contain advertising and promotions directly related to YRDSB programs and services.

SIGNATURE OF STUDENT (Over age 18)	DATE	NAME OF WITNESS	SIGNATURE OF WITNESS
SIGNATURE OF PARENT	DATE:	NAME OF WITNESS	SIGNATURE OF WITNESS
SIGNATURE OF PARENT	DATE:	NAME OF WITNESS	SIGNATURE OF WITNESS

Personal information is collected under the authority of the Education Act as amended, and will be used to manage the disclosure of individual personal information. Contact the school principal for more information. File: LEG-Consents Valid for 12 months after date of last use/application