

Registration Instructions for the 2021-22 School Year
For: Students Currently Attending a Non-YRDSB Elementary School

PLEASE NOTE: **Markville Secondary School is closed to Transfers.**

No student can register under any circumstances unless they live within our boundaries.

To check if you are within our boundaries, use the YRDSB School Locator Tool:

<http://www.yrdsb.ca/schools/pages/school-locator.aspx>

If you are a Gifted Identified Student, please click on the Gifted Registration link for instructions and to see the boundaries for our Gifted program.

The parent/legal guardian must be living at the same address with the child.

(FOR FAMILIES NEW TO THE PROVINCE OF ONTARIO, YOU MUST CONTACT THE YRDSB RECEPTION CENTRE FOR INSTRUCTIONS AND DIRECTION. YOU DO NOT APPLY DIRECTLY TO MARKVILLE UNTIL THIS IS DONE. THE RECEPTION CENTRE WILL COLLECT YOUR DOCUMENTATION AND YOU MAY BE SCHEDULED FOR AN ACADEMIC ASSESSMENT OF ENGLISH LANGUAGE AND MATHEMATICS.) Reception Centre Link:

<http://www.yrdsb.ca/AboutUs/Departments/ISCS/Pages/Reception-Centre.aspx>

If you reside within our boundaries and would like to proceed with the registration of your child for the 2021-2022 school year, **please read all of the following information carefully. Ensure that you will be able access all of the required documentation, and then EMAIL the Guidance Department at the school at email address:**

darlene.bradler@yrdsb.ca to discuss your potential Registration and what documents must be submitted. Some documents can be accepted by email at the current time. However, when schools reopen, you will be given a Face to Face Registration Appointment to show the originals of all required documents. If you do not reside within our boundary, you will be given assistance to determine your home school.

Required Documentation

Please note, item #1 (Registration Form), #3 (2 proof of address documents) and #4 (recent report card) must be submitted electronically to our guidance secretary (darlene.bradler@yrdsb.ca) in order to begin the registration process. Originals of these documents and all other documents must be shown during the Face to Face Registration Appointment scheduled after schools reopen.

1. **YRDSB Registration Form:** Ahead of the appointment, you must fill out a printable YRDSB Registration Form for Secondary School found by clicking this

link:

<http://www.yrdsb.ca/AboutUs/Policy/Documents/FOR-schooladmission-163-02.pdf>

Bring the completed and signed paper copy of your Registration Form.

2. **Proof of your child's status in Canada:** Birth Certificate or Canadian Passport or proof of Landed Immigrant Status or Refugee Status
3. **Proof of Address - one item from Category A and one item from Category B**
(Please note, you must be living in our area at the time of registration. If you have purchased a home, you must show the purchase agreement with a closing date prior to the first day of school. If you are leasing, you must register after the start date of the lease agreement.) You cannot register at Markville without these two pieces of address proof.

CATEGORY A: (Provide one of the following documents from the list below)

- ☐ If you are the homeowner: the **tax assessment from your home OR the top portion of a tax bill showing your name and address**
- ☐ If you are moving into our area: the **agreement to purchase the home plus a proof of purchase provided PRIOR to the student beginning school**
- ☐ If you are renting/leasing in our area: the **tax assessment or top portion of the tax bill from the owner of the dwelling, as well as a current rental/lease agreement indicating the home owner's name (landlord) and the parent/guardian's name (tenant). The lease agreement must be in effect at the time of the registration appointment.**

CATEGORY B: (Provide ONE document from the list below that includes the name of the child's parent/guardian and the address provided in the Registration Form)

- ☐ Child Tax Benefit Statement
- ☐ Employee Record (pay stub or letter from employer on company letterhead)
- ☐ Income Tax Assessment (most recent)
- ☐ Insurance Policy (home, tenant, auto or life)
- ☐ School, College or University Report Card or Transcript (for parent)
- ☐ Statement of Direct Deposit for Ontario Works
- ☐ Statement of Direct Deposit for Ontario Disability Support Program
- ☐ Statement of Employee Insurance Benefit Paid T4E
- ☐ Statement of Old Age Security T4A (OAS) or Statement of Canada Pension Plan Benefits T4A (P)
- ☐ Utility Bill Received by Mail (home telephone, cable TV, public utilities commission, hydro, gas, water)
- ☐ Workplace Safety and Insurance Board Statement of Benefits T5007

☐ **Canada Pension Plan Statement of Contributions**

4. Academic Records

- ☐ Copy of Previous Report Cards from Grade 8 or Previous High School Credits Counselling Summary (CCS) if possible, or previous report cards
- ☐ Copy of Special Education Paperwork - psychological Report or IEP (if applicable)
- ☐ Attendance Information (if available)

5. Other

- ☐ Custody papers, if applicable

CHOOSING YOUR COURSES FOR GRADE 9

Course Selection for all students in all grades at Markville will occur in February 2021. Students who are new to the York Region District School Board can research courses available through the main page of the Markville school website:

<http://www.yrdsb.ca/schools/markville.ss/Pages/default.aspx>

Click on the Markville Course Calendar: 2021-2022 (filter courses for grade 9), and to read course descriptions.

To access the **Course Selection Form**, click on the **Grade 9 Course Selection** link in the Registration Information resources. Print a copy of this form and fill out the required information. It can be brought to the registration appointment or emailed to the guidance appointment with other documentation. However, we encourage students to take their time to decide on their Grade 9 courses for next year. Therefore, you can wait and submit your Course Selection Form to the Guidance Department no later than February 24, 2021. Please send it in an email attachment to darlene.bradler@yrdsb.ca. **The Subject Line should read: Grade 9 Course Selection.**