

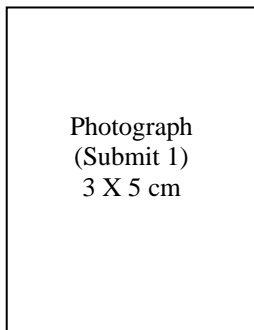


ST. JOHN'S INTERNATIONAL SCHOOL

3F-1885 West Broadway
Vancouver, BC V6J 1Y5
Phone: (604)-683-4572 Fax: (604)-683-4679
E-mail: general@stjohnsis.com
Web Site: www.stjohnsis.com

APPLICATION FORM

A. STUDENT INFORMATION



Family Name	Given Name	Middle Name
Home Address		City
Province/State	Country	Postal Code
Telephone	Cell phone	E-mail
Sex: <input type="radio"/> Male <input type="radio"/> Female	Date of Birth	Place of Birth

Citizenship	City	Country
First Language	Other Languages Spoken	

B. FAMILY INFORMATION

Father: _____
 Last First Cell phone Email

Mother: _____
 Last First Cell phone Email

Address: _____

C. SCHOOL INFORMATION

Last Grade Completed	School Name
Study Period you wish to enroll for: From _____ To: _____ Month/Year Month/Year	
Enroll for: <input type="radio"/> Academic Program <input type="radio"/> Adult program <input type="radio"/> ESL/Transition Program	Grade: <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12
Academic Sessions: <input type="radio"/> September, 20 ____ <input type="radio"/> January 20 ____ <input type="radio"/> May 20 ____	

Note to Applicant:

Please make sure that the information required on this application is completed in full. We must receive the following fees and documents in order to process your application. Once processed, we will inform you in writing if you have been accepted at St. John's International School.

- Application form, **completed in full**
- Application fee** (please refer to Fee Schedule). Payable to "St. John's International School"
- Certified copies of **school transcripts (at least 2 years)** in English
- One (1)** passport photo (3 X 5 cm)
- Awards Certificates (if any)
- Reference letter** from your school

D. MEDICAL INSURANCE

Please note that international students are required by law to apply for British Columbia Medical Service Plan insurance (MSP). Students are responsible for applying directly to MSP for medical insurance. Students are required to have private medical insurance for the first three months (if not a Canadian Resident) and must provide proof of the insurance. **Please provide a copy of insurance policy or Care Card if you already have one.**

Insurance Company	Policy Number	Telephone
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E. CANADIAN GUARDIAN

Students under 19 years old who are not living in Canada with their parents are required to have a Canadian Guardian

- I will require a Canadian Guardian and request that the school assist me.
- I have my own guardian.

Name of Guardian: _____
Last First

Address

Telephone Cellular/Fax

F. AGREEMENT AND RELEASE

A) Personal Information Privacy Policy

- 1) I consent to having St. John's International 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 St. John's International School (1) for the purpose of establishing, maintaining, and terminating the student's or parent's relationship with St. John's International School, (2) for additional purposes identified when or before personal information is collected, and (3) as otherwise provided in St. John's International 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 St. John's International 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, please contact the privacy officer for St. John's International School at general@stjohnsis.com.
- 2) I consent to having photographs and work samples of my child(ren) used by St. John's International School in the yearbook, newsletters and other promotional material.

Name of Parent/Guardian	Signature	Date
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B) Student Safety

- 1) We, the Parent/Guardian and the Student, agree to assume responsibility for any accidental injury resulting from risks associated with school sports activities and field trips. All such activities are properly supervised and are conducted in a safe manner.
- 2) We understand that St. John's International School is not responsible for any loss or injury suffered by the applicant during periods of independent travel from the Program.

Name of Parent/Guardian	Signature	Date
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G. CODE OF CONDUCT

The following information identifies specific behaviour for both in and out of school.

A) Overall Expectations

A student may be dismissed from St. John's International School for the following behaviours:

- 1) Causing or attempting to cause damage to school or private property or stealing or attempting to steal school or private property
- 2) Intimidating or causing physical harm to others or fighting.
- 3) Interfering with a teacher conducting class.
- 4) Intentionally defying the valid authority of teachers or administrators or homestay parents.
- 5) Truancy. Any absence must be explained by a note from the parent/guardian or doctor.
- 6) Possessing or using threatening weapons.
- 7) Possessing or selling illegal drugs, and/or alcoholic beverages or attending school-sponsored activities under the influence of such substances.

B) Other Expectations

- 1) Students must do at least 1.5 hours of homework each night and complete all assignments on time.
- 2) Students must maintain a minimum of a "c" average, 60 to 65% or a G.P.A. of 2 or better
- 3) Students may only make long distance calls with the homestay parents' approval. Any phone bills must be paid immediately upon receipt. Any damages caused by the student must be paid by the student.
- 4) Students are not permitted to change homestay unless discussed with the Homestay Coordinator. The Homestay Coordinator may refuse such requests if it is not in the interest of the student involved. In cases where permission is granted, students must give host families one month's notice or one month's fees in lieu of notice.
- 5) Students are not permitted to be away from their homestay unless the host parents are informed.

We have read the Code of Conduct and agree to abide by the rules. We understand that by breaking the Code of Conduct, the Student may be dismissed from the school. This dismissal may lead to the termination of the student authorization to study in Canada.

Name of Parent/Guardian

Signature

Date

Name of Student

Signature

Date

H. REFUND POLICY

1. A refund will be granted, minus the application fee, if the Study Permit is not approved by the Canadian Immigration Authorities. An application for a refund must be made in writing and must include the letter of rejection from the Canadian Embassy or Consulate. All documents must be presented to the school to process the refund.
2. Students who request a refund BEFORE the beginning of the term must do so in writing at least FOUR WEEKS before the first day of each term. In such cases a penalty equal to 50% of the tuition fees will be applied and the application fee will not be refunded. A request for a refund must be made in writing by the person who paid the fees. Agents who request a refund must have the written consent of the parents.
3. If a student is expelled from the school, the student will be sent home at the parents' expense and there will be no refund for the remaining period of study for which the student has registered (paid the tuition fees).
4. We understand that the student's participation in the Program may be terminated at the discretion of St. John's International School without a refund of fees, and that the student may be sent home at his or her own expense if he or she does not adhere to St. John's International School rule, standards and instructions as set forth in the Student Handbook and elsewhere.
5. This refund policy will take effect for all applications received after September 15, 2005.

We have read and agree with the School's refund policy, as stated in the application form.

Name of Parent/Guardian

Signature

Date

Name of Student

Signature

Date

