



# SIKH ACADEMY

Imagine. Innovate. Inspire.

12895 85th Ave, Surrey BC V3W 0K8 | Tel: 604.599.3828

# REGISTRATION FORM

## For office use only

Medical Alert

Legal Alert

|                     |
|---------------------|
| <b>Last Name:</b>   |
| <b>First Name:</b>  |
| <b>Middle Name:</b> |

|                                                                                                                                  |                                                 |
|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <b>For office use only</b> (Student Documentation - the following documents are correct, verified and a copy has been submitted) |                                                 |
| <input type="checkbox"/> Birth Certificate                                                                                       | <input type="checkbox"/> Immunization Record    |
| <input type="checkbox"/> Care Card                                                                                               | <input type="checkbox"/> Proof of Parent Status |
| <input type="checkbox"/> Proof of Student Status                                                                                 | <input type="checkbox"/> Proof of Address       |
| Admission Approved By:                                                                                                           | Date:                                           |

### Student's Information

|                       |                          |              |                                                               |
|-----------------------|--------------------------|--------------|---------------------------------------------------------------|
| Date of Birth:        | Birth Place:             | Citizenship: | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Parent/Guardian Name: | Relationship to Student: | Citizenship: |                                                               |
| Address:              | City/Prov.:              | Postal Code: |                                                               |

### Contact Information

|                 |       |       |        |
|-----------------|-------|-------|--------|
| Father Name:    | Cell: | Home: | Email: |
| Mother Name:    | Cell: | Home: | Email: |
| Legal Guardian: | Cell: | Home: | Email: |

### Emergency Contact Information (Contact information of someone, other than the parent, who we can contact if the parent is not available)

|       |        |               |
|-------|--------|---------------|
| Name: | Phone: | Relationship: |
|-------|--------|---------------|

### Student Record

|                                                                                                             |                                 |                             |
|-------------------------------------------------------------------------------------------------------------|---------------------------------|-----------------------------|
| Previous School Attended:                                                                                   | Location:                       |                             |
| Last Grade Completed:                                                                                       | Month/Year:                     | Grade Admitted to:          |
| Was student receiving Learning Support? <input type="checkbox"/> Yes <input type="checkbox"/> No            | Previous Report Card Submitted: |                             |
| Punjabi Language Level (Reading/Writing) <input type="checkbox"/> Beginner <input type="checkbox"/> Advance | <input type="checkbox"/> Yes    | <input type="checkbox"/> No |

### Fees and Donations (all fees and donations are non-refundable)

Bus Service Required:  Yes  No

#### New Registration and Application Fee - \$300 / Re-Registration Fee - \$150

(One-time fee when student registers - must be paid by the first week of school in September)

New Registration must pay ALL fees upon registration.

We will update you once we have all the necessary information on the number of students needing the bus service & the allocation of buses accordingly.

#### Annual (Resource and Technology) Fee - \$150 per year per student

(Covers the cost of the student planners, textbooks and access to technology equipment to enhance learning opportunities for students)

Must be paid by April before school starts for the next year

#### Are you able to:

donate \$1250 to school

volunteer for 10 hours per month.

#### Tuition (K-7) Fee/Donation - \$275 per month for first child / 5% off per additional child

(Any amount that is paid over the indicated fee amount will be treated as a donation and a tax receipt will be issued for that portion).

September tuition must be paid by March 31st for the next year.

### Student Medical Information

|                                                                                                              |                 |               |
|--------------------------------------------------------------------------------------------------------------|-----------------|---------------|
| Care Card #                                                                                                  | Physician Name: | Physician Ph: |
| Medical History or Allergies: (Please describe any medical history concerns or allergies, and steps to take) |                 |               |

### Please read the following carefully before signing:

- 1) I understand that the tuition fee is due in full by January 31st of the academic session, and also accept my obligation to pay the entire tuition, even if my child/children are withdrawn from school anytime during the school year or immediately after the start of the school session in September.
- 2) Sikh Academy expects the student to follow all the rules and shows exemplary behaviour consistent with the school ideals.
- 3) I agree that the information may be used by Sikh Academy for purposes consistent with its policies and in accordance with the Freedom of Information and Protection of Privacy Act.
- 4) I undertake to abide by the school philosophy, code of conduct, rules, regulations, policies & procedures as made from time to time by Sikh Academy, Surrey.

I have completed the Form A - Statute of Parent/Guardian (Admission to Canada and Residency)

Parent / Legal Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Appendix 11: STATUS OF PARENT/GUARDIAN (ADMISSION TO CANADA AND RESIDENCY) - FORM A**

*To be completed and signed by a parent or legal guardian.  
If separated/divorced please attach a copy of legal document stating who has custody.*

**I am (please select one):**

- A Canadian citizen (if not born In Canada, please attach a photocopy of citizenship paper/card)
- A Permanent resident (landed immigrant) (attach photocopy of landed immigrant status paper or PR card)

Lawfully admitted into Canada under the Immigration and Refuge Protection Act (Canada) with one of the following documents (please mark the appropriate circle below and attach a photocopy of the document(s):

- Admission as a refugee or refugee claimant
- Valid student permit for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
- Valid employment authorization (work permit) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
- A person carrying out official duties under the authority of the Visiting Force Act or as an accredit diplomatic agent, pre-clearance officer, consular officer or official representative in Canada or foreign government with a consular post in British Columbia.
- Other – Document description: (must be cleared with Citizenship and Immigration Canada)

**Residency In British Columbia**

**I am (please select one):**

- Resident of British Columbia
- Not a resident of British Columbia

Residency address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Confirming signatures:**

|                                   |  |
|-----------------------------------|--|
| Parent/Legal Guardian's name      |  |
| Parent/Legal Guardian's signature |  |
| Date                              |  |



**Personal Information Privacy Policy for Parents and Students**

APPENDIX- Collection of Personal Information

|                                                |                             |
|------------------------------------------------|-----------------------------|
| Student's Name:                                | Student's DOB: (MM/DD/YYYY) |
| Parents/Legal Guardian's Name (Print clearly): |                             |

As per Sikh Academy's Personal Information Privacy Policy for Parents and Students , I \_\_\_\_\_ consent to having Sikh Academy collect personal information that may include students' identification information, birth certificate, legal guardianship, court orders if applicable, parent's work numbers and email address, behavioral, 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 Sikh Academy for:

1. the purpose of establishing, maintaining and terminating the student's or parent's relationship with Sikh Academy.
2. additional purposes identified when or before personal information is collected, and
3. as otherwise provided in Sikh Academy'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 Sikh Academy.

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, the Principal for Sikh Academy is Mr. Raymond Mba and may be reached at 604-599-3828 or email at [raymond.mba@sikhacademy.ca](mailto:raymond.mba@sikhacademy.ca)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I consent to having photographs and work samples of my child(ren) used by Sikh Academy in the yearbook, newsletters, social media and promotional material and for school related purposes.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_