

New Registration for 2021-2022 School Year

Dear Parent/Guardian:

As per the requirements set out by the BC Ministry of Education, School Districts must monitor new registrations and determine eligibility for Ministry funding. If you are either the biological parent or legal guardian of the child and are not a Canadian Citizen, you may be required to report to the School Board Office prior to registering your child at the school.

If you are one of the following, please make an appointment with Luella Johnsen at **(604) 852-2366 ext.1203** or **Luella.johnsen@abbyschools.ca** ***Please Note: During COVID there will be no in-person appointments. All documents will be processed by email.***

- All parents/legal guardians on Refugee Claimant, Work Permit, Study Permit **even if the child is a Canadian Citizen**
 - All families that both parents and child(ren) became Permanent Residents **on or after August 1, 2018**
- Passports for parent(s)/guardian(s) and child(ren) being registered
(Refugee: Certified true copy of passport)
- Canada Immigration Document
- Canadian Citizenship Card or Canadian Passport, or
 - Permanent Residency Card, or
 - Refugee Protection Claimant Document, or
 - Work Permit valid for one year or longer that shows an identified employer, or
 - Study Permit valid for one year or longer that shows identified institution and Program
- Parent(s)/guardian(s) on Work Permit
- Letter of employment dated within two weeks of registration appointment. Letter should include details such as the job title, confirmation of full-time status (thirty hours or more per week), description of responsibilities, terms of work, wage, and be signed by a company official
 - Earnings must be minimum wage or greater
 - Pay stubs as proof of wages

Parent(s)/guardian(s) on Study Permit

- Must be enrolled in a Diploma (two years or longer) or Degree program in public post-secondary institution or Degree (four years or longer) program in private post-secondary institution with an EQA designation
- Pre-requisite or bridging programs, including English language instruction, are not accepted.
- Letter of Acceptance
- Letter of Enrollment
- Official full tuition payment receipt from the institution. Deposits or partial payments receipts are not acceptable.
- Timetable showing full time studies, i.e. three or more courses each term

Child(ren) Birth Certificate(s) with parental information

Proof of Residency: to establish the fact of “ordinarily resident” the parent/guardian’s proof of address must be shown by presenting one of the following legal documents:

- Mortgage Document, Rental or Lease Agreement, Property Sale Agreement, Property Tax Notice, Home Insurance, Utility Bill

In addition, one or more of the following documents containing the name and address of the parent/guardian is required:

- Government Document ie. MSP bill, Child Tax Credit, Income Tax Assessment, Vehicle Insurance, most recent T4, Social Insurance Number, Proof of Employment within the community (letter from employer or pay-stub), Links or Attachments to the community friends or business relationships (letter of introduction or membership)

Note: The Manager of International Student Program may request a properly sworn Statutory Declaration from the enrolling parent or legal guardian attesting that the parent(s)/legal guardian(s)’s principal place of residence is the place indicated in the registration application. Parent(s)/legal guardian(s) should note that making a false statutory declaration may constitute the criminal offense of perjury, contrary to Section 131 of the Canadian Criminal Code.

Thank you for your cooperation.

Sincerely,



Elizabeth Cho-Frede
 Manager of International Program
 Abbotsford School District