

# HIGH SCHOOL APPLICATION FORM



## Application Checklist

### INTERNATIONAL STUDENTS

<input type="checkbox"/>	1. Application Form completed
<input type="checkbox"/>	2. Application Fee of \$250 (non-refundable)
<input type="checkbox"/>	3. Copy of Passport
<input type="checkbox"/>	4. Copy of Report Cards or Transcripts* for the past two years
<input type="checkbox"/>	5. Medical Insurance

# HIGH SCHOOL APPLICATION FORM



## STUDENT INFORMATION (Please attach a copy of the applicant's passport)

Legal First Name		Legal Last Name	
English Name		Birth Date (dd/mm/yyyy)	
<b>Current Address</b>			
City	Province	Country	Postal Code
<b>Permanent Address</b>			
City	Province	Country	Postal Code
Student Email			
Home Phone		Cell Phone	
Citizenship			

## PARENT & GUARDIAN INFORMATION

<b>Parent/Guardian</b>			
Legal First Name		Legal Last Name	
City	Province	Country	Postal Code
Relation	Cell	Email	
<b>Parent/Guardian</b>			
Legal First Name		Legal Last Name	
City	Province	Country	Postal Code
Relation	Cell	Email	

# HIGH SCHOOL APPLICATION FORM



## AGENT INFORMATION (if applicable)

Agency Name	
Main Contact Name	Email

## INSURANCE INFORMATION (Medical Insurance is required during your full study period)

Do you have valid medical insurance in Canada?	
<input type="checkbox"/> Yes	If yes, please provide proof of coverage with this application.
<input type="checkbox"/> No	I would like to purchase medical insurance from (dd/mm/yyyy): _____ to _____

### Medical Insurance

International students are required by law to enroll in the British Columbia Medical Services Plan (MSP). Students are responsible for applying directly to MSP. Students are required to have private medical insurance for the first three (3) months after arrival into Canada (if not a Canadian resident) and must provide proof of the private insurance.

Please provide a copy of your insurance policy or BC Services Card.

MSP Personal Health Number:

Expiration Date: (dd/mm/yyyy):

### Health Concerns

Do you have any health concerns that the school should be aware of? (e.g. migraines, epilepsy, allergies, etc.)

## CANADIAN CUSTODIAN

Students under 19 years old who are not living with their parent/legal guardian in Canada are required to have a Canadian custodian in order to make necessary arrangements for the care and support of the student in place of the parents as appropriate.

Legal First Name	Legal Last Name
Cell	Email
Current Address	

# HIGH SCHOOL APPLICATION FORM



## ADDITIONAL INFORMATION

Where did you hear about us?			
<input type="checkbox"/> Website <input type="checkbox"/> Agent <input type="checkbox"/> Walk-In <input type="checkbox"/> Facebook Ads <input type="checkbox"/> Google Ads <input type="checkbox"/> Other			
Do you have any medical conditions or allergies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please specify:

## PREVIOUS SCHOOL INFORMATION

Previous School Name:			
Enrolled from (mm/yyyy): _____ to _____		Last Grade Completed:	
Location:	<input type="checkbox"/> In British Columbia	<input type="checkbox"/> Other	If in BC, please provide PEN:
Intake at Canada Royal Arts High School (yyyy): Sept _____ Feb _____			
Enrolled in High School Program: Grade <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12			

# HIGH SCHOOL APPLICATION FORM



## TUITION REFUND POLICY

Canada Royal Arts High School is a fully bonded institution which guarantees protection to students under the regulations of the Ministry of Education of BC. The following policy applies when a student withdraws from the school program after the tuition fee is paid. Conditions may apply. Please speak to us about details if you have questions.

### FOR ALL STUDENTS:

- One-half (1/2) of the tuition fee will be refunded if the student withdraws, for whatever reason, before the start of the first semester (date issued on the official letter of acceptance).
- One-third (1/3) of the tuition fee will be granted if the student withdraws, for whatever reason, within one week (seven calendar days) after the start of the first semester.
- No refund will be granted if the student withdraws after one week (seven calendar days) after the first semester.
- Ancillary fees (registration, materials, activities, uniform, homestay placement, university planning, etc.) are non-refundable.
- No refund of the tuition fee will be granted if the student is expelled from the school for gross violation of the school code of conduct (e.g.: bullying, chronic absenteeism, drinking alcohol, taking drugs, bringing weapons to school), or provincial or Canadian laws.
- No refund of all fees will be granted if the student is found to provide false information.

### INTERNATIONAL STUDENTS ONLY:

The same refund policy stated above applies to international students. The same refund policy stated above applies to international students. A full refund (excluding fee) will be issued if the student's study permit is rejected by the Canadian Immigration Authorities. If a study permit application is rejected, the student must present the original rejection letter from the IRCC with the Tuition Refund Request Form for the school to process the request.

# HIGH SCHOOL APPLICATION FORM



## AGREEMENT & RELEASE

I/we hereby give consent to request all confidential school records pertaining to my child from their previous school. These records are necessary to provide appropriate assessments, programming, and services for my child, and will become part of their permanent record at the School if he/she is accepted.

We, the student, and parent(s):

- a. Declare that the information submitted in this application and all supporting documentation is true and complete;
- b. Authorize the School to verify this information submitted with the application, and the authenticity of all supporting documentation;
- c. I/We have read and understand the Student Handbook, Code of Conduct and all policies;
- d. Agree to provide the applicant with prescribed uniform;
- e. Agree to provide the applicant with an iPad/laptop for use at school;
- f. Agree to provide proof of private medical insurance coverage (first three months of study time) or valid MSP card;
- g. Agree to give full disclosure at the time of the application, of all confidential information; educational evaluations, psychological assessments, or special medical needs relevant to our child(s) application;
- h. Have read and understand the refund policy;
- i. Agree to be responsible for paying all fees related to enrolment at Canada Royal Arts High School.

By signing below, we have read and agree to Canada Royal Arts High School Refund Policy.

Signature of Student

\_\_\_\_\_ Date \_\_\_\_\_

Signature of Parent/Legal Guardian

\_\_\_\_\_ Date \_\_\_\_\_



896 W 8<sup>th</sup> Ave | Vancouver, BC V5Z 3Y1  
+1 (604) 423-2400 | [info@ciraschool.com](mailto:info@ciraschool.com)  
[www.ciraschool.com](http://www.ciraschool.com)