

# INTERNATIONAL STUDENTS

## Background

In our rapidly changing world, the demands for quality education and English language instruction are increasing significantly. Many international students, especially those from Japan and Southeast Asia, recognize that Alberta offers quality educational services, and they are interested in accessing these services. When international students study in Alberta, they benefit by obtaining highly respected credentials, which are accepted at post-secondary institutions worldwide. They also learn about the Canadian way of life and develop a better understanding of Canadian culture.

In addition, through contacts with these international students, Alberta students have an opportunity to get to know students from other cultures and to establish friendships with these students. It is through such international linkages that joint activity on worldwide issues can be achieved.

Alberta Education welcomes students from other countries and encourages school jurisdictions to assist those students who wish to be educated in Alberta schools. The Division actively supports the admission of international students provided there are available student placement spaces, appropriate instructional/learning programs and provided a foreign student tuition fee is paid.

## Definitions

In this administrative procedure:

An international student means a student whose parents are citizens of and reside in another country.

A visiting student means an international student, studying in Alberta. Arrangements for these students to study in Alberta are made through such organizations as the Association of Scandinavian Student Exchange (ASSE), Education Foundation (EF), and Interculture Canada.

An exchange student means a student on a reciprocal exchange program.

A reciprocal student exchange program means one where an Alberta student exchanges places with a student from another country.

## Procedures

1. International Student applications must be approved by the Superintendent. Students must meet all the requisite requirements of the Canadian Government.

2. The minimum placement for an international student is one (1) academic semester (either September 1 to January 31 or February 1 to June 30).
3. Tuition Fees
  - 3.1 International student tuition fees shall be established annually by the Board on or before May 31 of the previous academic year.
  - 3.2 The international student tuition fee will, after allowing for the cost of education of the student, be allocated on an equitable basis to the school providing education service and to system services.
  - 3.3 The tuition fee includes instructional fees, transportation fees and English as a Second Language (ESL) support.
4. Letter of Acceptance
  - 4.1 The Division will issue a formal Letter of Acceptance to international students who have been approved for placement upon receipt of the student's full tuition fee.
5. Guardianship Requirement
  - 5.1 All international students studying in Division schools must have a temporary legal guardian.
    - 5.1.1 The student's guardian is the adult with whom the student will live. The guardian must be a Canadian citizen or legal permanent resident of Canada, whose permanent residence is in Sherwood Park, Fort Saskatchewan, Camrose or Vegreville, Alberta.
    - 5.1.2 The guardian must be responsible for completely maintaining, supporting, and controlling the student during his/her stay in Canada at no cost to the parents.
  - 5.2 Parents of international students must appoint a temporary legal guardian by completing the Authorization of Temporary Guardianship form (302-2) and submitting it to the Division.
  - 5.3 The legal guardian appointed by the parents of the international student must complete the Acceptance of Temporary Guardianship form (Form 302-3) and forward it to the Division.
6. Residency
  - 6.1 Eligible international students may reside with a relative residing within the Division boundaries.
  - 6.2 The Division does not offer Homestay Placement.
7. Student Health Care Insurance
  - 7.1 Medical insurance is mandatory in Canada and is not covered in the above fees. Prior to arrival, international students are responsible for securing proper insurance and will be required to provide a copy of the medical insurance documentation on the first day of school.

- 7.2 An International student with a twelve (12) month Student Authorization who resides in Alberta for twelve (12) consecutive months or more is eligible for coverage with Alberta Health and Wellness.
- 7.3 An International student whose Study Authorization is valid for more than three (3) months but less than twelve (12) months may be eligible for coverage. A letter from the student or the Division confirming the intent of twelve (12) month residency is required to determine eligibility.
- 7.4 An International student whose Student Authorization is valid for less than three (3) months is not eligible for coverage unless they have applied for landed immigrant status.

## 8. Grade Placement

- 8.1 The Principal shall determine the student's placement in an appropriate grade level/program that best suits their needs. Should there be any disagreement about the placement, the Superintendent will make the final decision.
- 8.2 Upon the student's arrival at the school, actual grade will be determined based on official transcripts.
- 8.3 English translation of official school transcripts is highly recommended.

## 9. Religion Classes

- 9.1 It is compulsory for all international students to take religion classes.

## 10. Study Permit

- 10.1 International students must provide their assigned school with a copy of their study permit at the time of registration.
- 10.2 Official documents, including appropriate visas, in support of the international student's application are required when the student arrives in Canada.

Reference: Section 8, 44, 49, 60, 61, 113, 273, School Act  
International School Partnership Bulletin 3.4.1  
International Student Bulletin 3.4.2  
Student Exchange Bulletin 3.4.3