

## **INTERNATIONAL STUDENT APPLICATION GUIDELINES**

### **INTRODUCTION:**

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.

Elk Island Catholic Schools actively supports the Alberta Education policy.

### **ALBERTA EDUCATION POLICY:**

Alberta Education welcomes students from other countries and encourages school jurisdictions to assist those students who wish to be educated in Alberta schools.

### **SCHOOL ACT STATUTES:**

#### **Right of Access to Education**

#### **3(1) Every individual**

- (a) who at September 1 in a year is 6 years of age or older and younger than 19 years of age, and
- (b) who is
  - (i) a Canadian citizen,
  - (ii) lawfully admitted to Canada for permanent residence
  - (iii) a child of a Canadian citizen, or
  - (iv) a child of an individual who is lawfully admitted to Canada for permanent or temporary residence is entitled to have access in that school year to an education program in accordance with this Act.

### Tuition Fees

- 32(2) A board may charge tuition fees in respect of any individual who attends a school operated by the board and who is not a resident student of the board or any other board or the government.
- 32(3) A tuition fee charged under subsection (2)
- (b) in respect of an individual who is not a resident student of another board or the government shall not exceed the cost to the board of having that individual enrolled in a school operated by the board.

### Powers of Boards

- 44(1) A board must
- (a) establish policies respecting the provision of educational services and programs.

### **ADDITIONAL DEFINITIONS:**

In this policy,

1. “international student” means a student whose parents are citizens of and reside in another country.
2. “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.
3. “exchange student” means a student on a reciprocal exchange program, and
4. “reciprocal student exchange program” means one where an Alberta student exchanges places with a student from another country.

### International Student

1. A school board may accept a student who does not qualify as a Canadian student under section 3(1)(b) of the School Act.
2. The board may charge the international student a full-cost tuition fee. (See section 32(2) of the Act.)
3. This fee shall not exceed the cost to the board of having that student enrolled in a school.



4. An international student who has a letter of acceptance from an Alberta school may apply to Canada Immigration for a student visa.
5. Alberta Education does not provide provincial funding to support international students.

#### Visiting Student (Non-reciprocal Exchange)

1. A school board may charge full cost or a partial fee for a visiting student or the board may elect to provide a free education.
2. A school board may decide:
  - (a) not to accept a student on a non-reciprocal exchange program;
  - (b) to accept the student and charge the full international student fee;
  - (c) to accept the student and charge a partial fee;
  - (d) to provide a specific number of free places for visiting students.
  - (e) Alberta Education does not provide provincial funding to support visiting students.

#### Exchange Student

1. School boards are encouraged to provide reciprocal exchange opportunities for students.
2. School boards
  - (a) may claim provincial funding for their resident student-on-exchange.
  - (b) shall not charge a reciprocal student-on-exchange tuition fees.

#### **PROCEDURES:**

#### **WHERE TO APPLY**

Natalie Mangatal  
Inclusive Learning Services Assistant  
Elk Island Catholic Separate Regional Division No. 41  
160 Festival Way, Sherwood Park, AB, T8A 5Z2  
Phone: (780) 449-6440 Fax: (780) 467-5469

#### **INFORMATION REQUIRED BY SCHOOL DIVISION**

Student's Full Name  
Birthdate  
Present Grade

(Official documents, including appropriate visas, in support of the international student's application will be required when the student arrives in Canada.)



**FEES – PER SCHOOL YEAR**

Visiting students will be required to pay a tuition fee of \$10,800.00 per year as outlined in the Schedule of International Student Fees.

<b>TUITION FEE</b>	<b>TOTAL FEES</b>
<p style="text-align: center;">\$10,800</p> <p>Includes:</p> <ul style="list-style-type: none"> <li>✓ \$300 Non-Refundable Application Fee</li> <li>✓ Instructional &amp; Transportation Fees</li> <li>✓ <b>E.S.L. Support</b> (Maximum of two hours of ESL support per week)</li> </ul>	<p style="text-align: center;">\$10,800 (Residing With Student’s Own Family)</p>

**NOTE:** WE RECOMMEND THAT THE INTERNATIONAL STUDENT IS ABLE:

- TO UNDERSTAND RADIO AND TV PROGRAMS, CAN READ, EVEN THOUGH THE STUDENT MAY BE HESITANT TO SPEAK
- OR IS ABLE TO UNDERSTAND AND USE ENGLISH IN MOST SITUATIONS

WE HAVE THE RIGHT TO PLACE THE INTERNATIONAL STUDENT IN AN APPROPRIATE PROGRAM THAT BEST SUITS THEIR NEEDS.

INTERNATIONAL STUDENT FEES ARE SET ANNUALLY BY THE BOARD OF TRUSTEES ON OR BEFORE MAY 31<sup>ST</sup> OF THE PREVIOUS ACADEMIC YEAR.

THE MINIMUM PLACEMENT FOR AN INTERNATIONAL STUDENT IS ONE ACADEMIC SEMESTER (EITHER SEPTEMBER 1<sup>ST</sup> – JANUARY 31<sup>ST</sup> OR FEBRUARY 1<sup>ST</sup> – JUNE 30<sup>TH</sup>)

INTERNATIONAL FEES DO NOT COVER SUMMER SCHOOL. EXTRA FEES WOULD APPLY PER CREDIT



## **TUITION PAYMENT OPTIONS;**

### **Full Year Payment Option:**

- Payment in full to be made by June 15<sup>th</sup> for the following academic year.
- A Letter of Acceptance (LOA) will be issued for the full academic year after full tuition payment has been received.

## **RESIDENCY OPTION:**

Eligible International Students may reside:

- With a relative residing within the Elk Island Catholic School Division Boundaries.

## **STUDENT HEALTH CARE INSURANCE:**

- Medical insurance is mandatory in Canada and is not covered in the above fees. Prior to arrival, you 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.
- An International student with a 12 month Student Authorization who resides in Alberta for 12 consecutive months or more is eligible for coverage with Alberta Health and Wellness. An International student whose Study Authorization is valid for more than 3 months but less than 12 months may be eligible for coverage. A letter from the student or Elk Island Catholic Schools confirming the intent of 12 month residency is required to determine eligibility. An International student whose Student Authorization is valid for less than 3 months is not eligible for coverage unless they have applied for landed immigrant status.
- Possible sources of private coverage include:
  - Ingle Insurance: [www.ingleinternational.com](http://www.ingleinternational.com) or
  - StudentGuard: [www.studentguard.com](http://www.studentguard.com)



## **LETTER OF ACCEPTANCE**

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.

## **GUARDIANSHIP REQUIREMENT**

All international students studying in Elk Island Catholic Schools must have a temporary legal guardian. Parents of international students will have to appoint a temporary legal guardian by completing the "Authorization of Temporary Guardianship" form and submitting it to Elk Island Catholic Schools. Similarly, the legal appointed by the parents of the international student must complete the "Acceptance of Temporary Guardianship" form and forward it to Elk Island Catholic Schools.

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.

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.

## **GRADE PLACEMENT**

International students will be assigned to an appropriate grade level. Upon the student's arrival at the school, actual grade will be determined based on official transcripts. English translation of official school transcripts are highly recommended.

## **RELIGION CLASSES**

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

## **STUDY PERMIT**

International students must provide their assigned school with a copy of their study permit at the time of registration.