SIKH ACADEMY
Elementary & Middle School

12895 85th Ave
Surrey, BC, V3W 0K8
(604) 599-3828
office@sikhacademy.ca

Registration Form

For office use only

☐ Medical Alert ☐ Legal Alert

Student Documentation
The following documents are correct, verified, and a copy has been submitted.

☐ Birth Certificate ☐ Immunization Record ☐ Care Card
☐ Proof of Parent Status ☐ Proof of Student Status ☐ Proof of Address

Admission Approved By:	**Date:**

Student's Information

Last Name:	**Date of Birth (MM/DD/YYYY):**		
First Name:	**Birth Place:**		
Middle Name:	**Citizenship:**	☐ Male	☐ Female
Parent/Guardian Name:	**Relationship to Student:**	**Citizenship:**	
Address:	**City/Prov:**	**Postal Code:**	

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

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 context if the parent is unavailable.

Emergency Contact Name:	**Phone:**	**Relationship:**

Student Record

Previous School Attended:		**Location:**
Last Grade Completed:	**Month/Year:**	**Grade Admitted to:**
Was student receiving Learning Support? ☐ Yes ☐ No		**Previous Report Card Submitted:** ☐ Yes ☐ No
Punjabi Language Level (Reading/Writing) ☐ Beginner ☐ Advanced		

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Registration Form (continued)

Fees and Donations *All fees and donations are non-refundable*
New Registration and Application Fee: $300
New Registrants must pay ALL fees upon registration. One-time fee when student registers - must be paid by the first week of school in September.
Annual (Art, Resource and Technology) Fee: $200/year, per student
Must be paid by April before school starts for the next year. Covers the cost of student planners, textbooks, and access to the technology equipment to enhance learning opportunities for students.
Tuition (K–8) Fee/Donation: $275/month for first child, 5% off per additional child
September tuition must be paid by March 31st for the next year. 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.
Bus Fees: $175/month for pick-up and drop-off, $100/month for one-way service | Second child: $150/month for pick-up and drop-off, $75/month for one-way service
Bus Service Required? ☐ Yes ☐ No We will update you once we have all the necessary information on the number of students needing bus service & allocation of buses accordingly.
Are you able to: ☐ Donate $1250 to the school. ☐ Volunteer for 10 hours per month.

Please read the following carefully before signing
1. I understand that the tuition fee is due in full by January 31st of the academic season, 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 students are expected to follow all rules and show exemplary behaviour consistent with the school's ideals. 3. I agree that the information in this form 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, and procedures as made from time to time by Sikh Academy, Surrey. ☐ I have completed the Form A - Statue of Parent/Guardian (Admission to Canada and Residency)
Parent/Legal Guardian Name: _____ Signature: _____ Date: _____

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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 a legal document stating who has custody.

Residential Status

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 square 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 issues 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 office, 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

Street Address:		
City:	Province:	Postal Code:

Confirming Signatures

Parent/Legal Guardian Name: _____ Signature: _____ Date: _____

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PERSONAL INFORMATION PRIVACY POLICY FOR PARENTS AND STUDENTS

Student Name:	**Student's DOB** (MM/DD/YYYY):

Parent/Legal Guardian's Name:

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 parents relationship with Sikh Academy.
2. additional purposes of 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.

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: _____

How did you hear about us?

- ☐ Friend or family recommendation
- ☐ Current Sikh Academy parent/student
- ☐ Gurdwara or community event
- ☐ Social media (Instagram, Facebook, etc.)
- ☐ Google search / School website
- ☐ Flyer, postcard, or brochure
- ☐ Other (please specify): _____