



# BC CHRISTIAN ACADEMY

*Equipping students to impact the world for Christ*

EST. 1990

## INTERNATIONAL APPLICATION FORM

### Kindergarten – Grade 12 Academic Program

#### MISSION STATEMENT

*To assist the family by providing a Christ-centered, Bible-based education that inspires each student to pursue excellence in spiritual growth, moral character, academics, fine arts, physical fitness and service to others.*

**IMPORTANT ADMISSIONS INFORMATION & PROCEDURE**

We welcome your interest in seeking admission for your child(ren) at British Columbia Christian Academy. Admission to the school is based on the policies outlined as per the attached pages. It is important that you carefully read the Admissions Procedures, Statement of Faith, Parents' Code and the Tuition Policy. An application will not be considered unless, and until, the school receives all the items listed below.

- ☐ The Registration fee \$500 CAD (non-refundable).  
Other fees must be remitted upon the applicant's acceptance as a student at B.C.C.A.
  - ☐ The completed New International Student Application Form.
  - ☐ Photocopies of the student's school transcript (report cards) for the previous 2 years including the current year to date. These must be translated into English by an official translator.
  - ☐ An English copy of learning support/diagnostic reports (if applicable).  
**If your child requires learning or behavioural assistance that has not been disclosed to the school, British Columbia Christian Academy has the right to withdraw the student without refund.**
  - ☐ The photocopy of Student's birth certificate or passport.
  - ☐ The photocopy of Student's immunization record.
  - ☐ The photocopy of Parent's passport.
  - ☐ The photocopy of notarized Custodian form (before or upon arrival in Canada)
- Upon receipt of all the above information, an interview with the principal will be arranged after a review of the application (if the student is in Canada at the time or via ZOOM if student is overseas).
  - Upon acceptance of the application, the family must remit the full tuition, and all other applicable fees (See Fee Schedule for costs). Tuition fees must be paid in full **before** the school can issue a "Letter of Acceptance" for the student to obtain a Visa.
  - Student must have a legal guardian in Canada if they are not staying with their parents. Custodianship forms are available online [www.canada.ca](http://www.canada.ca). These forms must be "Notarized" by a lawyer or a public notary to make them legal. BCCA must have a copy to keep in the student's file.
  - Students must have a current Student Visa to study in Canada. Payment of fees reserves a space in the school for that student for the year and assures Immigration Canada that the applicant is indeed a student in Canada. Approval can sometimes take up to 2 months or longer, depending upon the policies of the country. If applicant is unable to obtain a Student Visa, the tuition will be refunded in full (additional information, refer to refund policy).

**CONSENT / SUPPORT**

\_\_\_\_\_(Initial) I consent to allow BC Christian Academy collect personal information that may include student identification, birth certificate, legal guardianship, court orders if applicable, parents' work numbers and email address, behavioural, academic and health information, most recent report card, emergency contact names and numbers, doctor's names and contact numbers, health insurance number and any similar information needed for registration.

\_\_\_\_\_(Initial) I further consent to the use and disclosure of information contained in this form and otherwise collected by or on behalf of BC Christian Academy, (1) for the purpose establishing, maintaining and terminating the student's or parent's relationship with BC Christian Academy, (2) for the additional purposes identified when or before personal information is collected, and (3) as otherwise provided in BC Christian 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 BC Christian Academy.

**I agree to fully support the school AND I give permission for my child on the following areas:**

**FIELD TRIP PERMISSION**

\_\_\_\_\_(Initial) I consent to have our child attend British Columbia Christian Academy's field trips, exploratory trips and other school events such as the Camp Retreat, Ski-day, that provide invaluable learning experiences and social skills for students. If activities are considered to be medium to high risk, an additional permission form with detailed information will be provided. I do not hold British Columbia Christian Academy liable for any accident or injury to my child(ren) while participating in these events.

**PHOTOGRAPH & PUBLISHING CONSENT**

\_\_\_\_ (Initial) Throughout the school year photographs are taken of various student activities which may be published in the school newsletter, school annuals, or on the school website and other promotional materials. I give permission to B.C.C.A. to use any photos of my child(ren) for advertising purposes or in school publications.

I/We the undersigned solemnly declare that we have read and understood the policies and conditions relating to the Admissions Procedure, Tuition and Fee payments as described above. By signing below, I/we accept full responsibility for the payment of all tuition and student fees. **If BC Christian Academy finds any falsification of documents or information provided to the school, BC Christian Academy reserves the right to immediately withdraw the student (without refunds to any fees paid).**

**STATEMENT OF FAITH**

Please read carefully British Columbia Christian Academy's Statement of Faith. Not all private schools are suitable for every family. It is important that each family attending this school agrees that they allow their children to be educated in accordance with the following:

1. We believe the Bible to be the inspired and only infallible, authoritative written word of God. II Timothy 3:16-27
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. Matt. 28:19; II Cor. 13:14
3. We believe that the universe originated by the creative act of God as revealed in Holy Scripture, and that the form of every kind of life was fixed at the time of its creation. Genesis 1:1; John 1:1
4. We believe in the true deity and true humanity of our Lord Jesus Christ - His pre-existence, His virgin birth, His sinless life, His miracles, His vicarious and atoning death through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His future visible return in power and glory. Colossians 1:13-20; John 1:14
5. We believe that the Lord Jesus Christ is the only mediator between God and man. I Timothy 2:5
6. We believe that all men are lost and sinful, and that salvation is received through personal faith in the Lord Jesus Christ and by the act of regeneration of life by the Holy Spirit of God. Romans 3:23-26; Titus 3:5
7. We believe that by the present indwelling ministry of the Holy Spirit, the Christian is enabled to live a godly life, and that every believer should practice the holiness which God requires. Ephesians 1:13-14; Romans 8:1-4, 12:1-2; Titus 2:11-13
8. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation. John 5:24-25, 28-29
9. We believe in the spiritual unity of believers in our Lord Jesus Christ. John 5:20-23; I Corinthians 12:12-13
10.
  - a. We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Individuals cannot change their God-given biological sex or gender (Gen. 1:26-27; Matt. 19:4; Mark 10:6).
  - b. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (I Cor. 6:18; 7:2-5; Heb. 13:4).
  - c. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
  - d. We believe that any form of sexual immorality (including adultery, fornication, homosexual behaviour, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10).
  - e. We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behaviour or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the beliefs and principles of BC Christian Academy.
  - f. We believe that the term "marriage" has its origin and meaning in Scripture: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. Marriage between one man and one woman for life uniquely reflects Christ's relationship with His Church (Gen. 2:18-25; Eph. 5:21-33). This comprises the ideal environment for the nurturing and upbringing of children. It is foundational to a strong and united society and as such is to be fostered, strengthened, protected, and encouraged.
11. We believe that support of, and participation in, the task of fulfilling the Great Commission is an obligation of all believers in our Lord Jesus Christ. Matthew 28:19-20

**Please sign on the next page.**

**I/We have read the Statement of Faith and understand these values will be taught to my child/children and will support these teachings.**

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**Parent Signature**

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**Parent Signature**

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**Name of Child**

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**Date Signed**

PLEASE PRINT CLEARLY IN ENGLISH AND COMPLETE ALL SECTIONS OF THIS FORM AS FULLY AND AS ACCURATELY AS POSSIBLE.

DATE OF APPLICATION: \_\_\_\_\_  
YEAR / MONTH / DAY

FAMILY #: \_\_\_\_\_ (Office use only)

PUPIL# / PEN : \_\_\_\_\_ (Office use only)

**PERSONAL DATA**

<b>1 – LEGAL NAME:</b> Last Name (Surname):		First Name:	Middle:
<b>2 – ENGLISH NAME:</b>		<b>3 – DATE OF BIRTH: (YYYY/MM/DD)</b>	<b>4 – AGE:</b>
<b>5 – GENDER:</b> <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		<b>6 – COUNTRY OF BIRTH:</b>	<b>7 – CURRENT CITIZENSHIP:</b>
<b>8 – FATHER'S NAME:</b>		<b>9 – FATHER'S OCCUPATION:</b>	<b>9A – FATHER'S CITIZENSHIP:</b>
<b>10 – MOTHER'S NAME:</b>		<b>11 – MOTHER'S OCCUPATION:</b>	<b>11A – MOTHER'S CITIZENSHIP:</b>
<b>12 – ADDRESS IN HOME COUNTRY:</b>			<b>13 TELEPHONE NUMBERS:</b> HOME – WORK –
<b>14 – PRIMARY CONTACT EMAIL ADDRESS:</b>		<b>15 – GRADE ENTERING:</b>	<b>16 – SCHOOL YEAR APPLYING FOR:</b>
<b>17 – FATHER - FAITH/ BELIEF (PLEASE CHECK ONE BOX):</b> <input type="checkbox"/> CHRISTIAN <input type="checkbox"/> BUDDHIST <input type="checkbox"/> MUSLIM <input type="checkbox"/> NONE <input type="checkbox"/> OTHER _____		<b>17A – MOTHER - FAITH/ BELIEF (PLEASE CHECK ONE BOX):</b> <input type="checkbox"/> CHRISTIAN <input type="checkbox"/> BUDDHIST <input type="checkbox"/> MUSLIM <input type="checkbox"/> NONE <input type="checkbox"/> OTHER _____	
<b>19 – NAME AND ADDRESS OF CHURCH IN HOME COUNTRY (IF CHRISTIAN):</b>		<b>18 – PARENT'S CURRENT MARITAL STATUS (PLEASE CHECK ONE BOX):</b> <input type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED <input type="checkbox"/> SEPARATED <input type="checkbox"/> SINGLE	

**LEGAL GUARDIAN OR CONTACT PERSON IN VANCOUVER AREA**

<b>20 – GUARDIAN'S NAME:</b>		<b>21 – GUARDIAN'S ADDRESS:</b>	<b>22 – GUARDIAN'S TELEPHONE NUMBERS:</b> HOME: WORK: CELL:
<b>23 – RELATIONSHIP TO THE FAMILY:</b>			
<b>24 – WHILE IN CANADA STUDENT STAYING WITH :</b> <input type="checkbox"/> HOMESTAY <input type="checkbox"/> PARENT  NAME:  ADDRESS:  CITY:  TEL: CELL:			<b>25 – STUDENT'S TELEPHONE NUMBERS:</b>  HOME:  CELL:  EMAIL:
<b>26 – AGENT'S NAME:</b>  <input type="checkbox"/> SAME AS GUARDIAN / CONTACT PERSON  <input type="checkbox"/> OTHER:			
<b>27 – AGENT'S ADDRESS &amp; EMAIL:</b>  EMAIL:		<b>28 – AGENT'S TELEPHONE NUMBERS:</b> HOME:  WORK:  CELL:	

**EDUCATION BACKGROUND**

<b>29 – CURRENT SCHOOL NAME BEFORE BCCA:</b>	<b>30 – SCHOOL ADDRESS:</b>	<b>31 – SCHOOL TELEPHONE NUMBERS:</b> <b>SCH. OFFICE:</b>  <b>EMAIL:</b>
<b>32 – NAME OF PRINCIPAL:</b>	<b>33 – GRADE COMPLETED:</b>	<b>34 – HAS THIS STUDENT EVER REPEATED A GRADE?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>IF YES, WHICH GRADE(S)?</b>
<b>35 – WHY DO YOU WANT YOUR CHILD TO ATTEND OUR SCHOOL?</b>		
<b>36 – DOES THIS STUDENT WANT TO ATTEND OUR SCHOOL?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>WHY?</b>		
<b>37 – HAS THIS STUDENT EVER PARTICIPATED IN ADVANCED CLASSES?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>IF YES, WHAT CLASSES:</b>		
<b>38 – HAS THIS STUDENT EVER HAD ANY MENTAL, PHYSICAL, OR EMOTIONAL CONCERN?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>IF YES, PLEASE EXPLAIN:</b>		
<b>39 – DOES THIS STUDENT HAVE ANY PHYSICAL HANDICAPS OR LIMITATIONS THAT MAY AFFECT PARTICIPATION IN PHYSICAL ACTIVITIES?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>IF YES, PLEASE EXPLAIN:</b>		
<b>40 – WHAT THINGS DOES THIS STUDENT HAVE A NATURAL INTEREST IN AND WHAT ARE THE STUDENT'S FAVOURITE HOBBIES?</b>		
<b>41 – HAS THE STUDENT HAD ANY BEHAVIORAL CONCERNS THAT NEEDED TO BE ADDRESSED BY THE TEACHER/PRINCIPAL/ADMINISTRATOR?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>42 – DOES THIS STUDENT HAVE ANY HABITS OR ACTIVITY PATTERNS THAT MIGHT SERVE TO GIVE US EARLY WARNING THAT THEY ARE FEELING TROUBLED OR STRESSED?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>43 – HAS THIS STUDENT RECEIVED ANY LEARNING AND/OR DEVELOPMENTAL SUPPORT?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>PLEASE ATTACH COPY OF REPORTS (IF ANY).</b>		
<b>44 – PLEASE PROVIDE ANY ADDITIONAL INFORMATION WHICH WOULD ASSIST THE SCHOOL IN KNOWING THIS STUDENT AS AN INDIVIDUAL:</b>		
NOTE: STUDENTS WILL BE TESTED AS TO THEIR ENGLISH ABILITY, AND IF NECESSARY PLACED IN ELL CLASSES UNTIL CAPABLE OF INTEGRATION INTO REGULAR CLASSES.		

**STUDENT TRAVEL AND HOMESTAY REQUIREMENTS**

<b>45 – DOES THIS STUDENT NEED AIRPORT SERVICE?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>IF YES, PLEASE PROVIDE THE FOLLOWING INFORMATION WHEN AVAILABLE.</b>
<b>ARRIVAL DATE:</b> <b>TIME:</b> <b>AIRLINE:</b> <b>FLIGHT #:</b>
<b>46 – DOES THIS STUDENT NEED HOMESTAY PLACEMENT?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <b>(PLEASE NOTE THAT CHILDREN IN K - 3 ARE NOT ELIGIBLE FOR HOMESTAY AND MUST STAY WITH PARENTS.)</b>
<b>IF STUDENT NEEDS HOMESTAY PLACEMENT, PLEASE COMPLETE THE HOMESTAY PROGRAM STUDENT APPLICATION AND NOTIFY B.C.C.A. OF THE STUDENT'S TRAVEL ITINEARY.)</b>
NOTE: THE SCHOOL RESERVES THE RIGHT TO DETERMINE THE FAMILY WITH WHOM THE STUDENT WILL STAY, EVEN IF FRIENDS OF THE FAMILY ARE RESIDENT IN THE VANCOUVER AREA. NO STUDENT WILL BE PERMITTED TO LIVE IN A SUITE OR LIVE ON THEIR OWN SINCE NOT ONLY IS HE/SHE IN CANADA TO STUDY BUT ALSO TO INTEGRATE INTO CANADIAN SOCIETY AND CULTURE.

**PARENT CODE**

- ☐ I will pray earnestly for British Columbia Christian Academy. (Believing Families)
- ☐ I/We will fulfill all of my financial obligations to British Columbia Christian Academy on or before the due date. If I am unable to pay on time, I/We will notify the business office in advance (a) giving a reasonable explanation for the delay, and (b) stating when the payment can be made.
- ☐ I/We will agree that the school reserves the right, in consultation with the parent(s) or custodian, to place my child(ren) at the appropriate grade level.
- ☐ I will regularly attend meetings and parents' functions of British Columbia Christian Academy. I will especially make an effort to attend the Annual Business and Semi-Annual Business Meeting.
- ☐ I will do my best to attend the Parent Orientation meeting when I have a child entering a division of the school for the first time.
- ☐ If I become dissatisfied with the school in any respect, I will seek to resolve the matter with the person or persons involved rather than begin to spread criticism or hold a negative attitude in my heart. (Matt.18:15-17)
- ☐ I will seek the advancement of British Columbia Christian Academy in all areas, i.e., spiritually, socially, academically and physically.
- ☐ I have read and agree with the Statement of Faith of the school and am willing to have my child(ren) educated in accordance with it.
- ☐ I support the Christian perspectives being taught at B.C. Christian Academy.
- ☐ I agree that the school reserves the right, in consultation with the parent(s), to place a child at the appropriate grade level.
- ☐ I agree that the school reserves the right to suspend or expel any student who (or whose parent/guardian) does not cooperate with the educational process, or the standards set by the school.
- ☐ I agree that the school reserves the right to expel or suspend any student whose life style is not consistent with the school's Code of Conduct, or if there is failure to disclose relevant information concerning the student or family.
- ☐ I have read the Parent/Student Handbook and fully understand the commitment I am making.
- ☐ I understand that voting rights are reserved for BC Christian Society members only and that only believing families (as defined in the Statement of Faith) may be Society Members.

**My signature indicates that I have understood and agree to all the points of the Parent Code and and fully accept the School's teaching of their Statement of Faith.**

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Parent/Guardian Signature

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Date

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Parent/Guardian Signature

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Date

Approved/Declined by:

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Principal's Signature

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Date

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Start Date

## STUDENT CODE OF CONDUCT

At British Columbia Christian Academy we make it a top priority to live lives that please and honor God. Every student is expected to comply with the following guidelines and statements:

### Regarding the Lord

- I acknowledge that God's Word, the Bible, has supreme authority in my life and that my conduct at school will be measured against it (2 Timothy 3:16-17; Exodus 20:1-17; Deuteronomy 6:1-21).
- I will refrain from using God's name carelessly and without reverence (Exodus 20:7).
- I recognize that I am accountable to God for my actions (Romans 14:12; Matthew 12:36-37).

### Regarding Authorities

- I acknowledge that God has granted authority to leaders to help govern me (Hebrews 13:17; Romans 13:1-5; Titus 3:1-2).
- I recognize that while many things are permitted, the school has decided which things are beneficial for me while attending BCCA (1 Corinthians 10:23).
- I will submit to discipline, correction, and consequences as deemed appropriate by the school authorities (Hebrews 12:11).

### Regarding Others

- I will conduct myself with the interest of others in mind (Philippians 2:4; Matthew 22:39; 1 Corinthians 10:24).
- I will behave in such a way that will promote harmony and peace with my teachers and classmates and within the school (Romans 12:8; Proverbs 16:28).
- I will refrain from unwholesome talk (Ephesians 4:29; Ephesians 5:4).
- I will put my desires under biblical authority when it comes to relationships of the opposite sex (1 Timothy 5:1-2; Ephesians 5:3; 1 Corinthians 6:13b,18).

### Regarding Myself

- I will treat my body as a temple of the Holy Spirit and refrain from substance abuse of any kind as well as sexual immorality (1 Corinthians 6:19-20).
- I will not be swayed by or preoccupied by earthly things - things that are contrary to God's standard of righteousness (Romans 1:29-32; Galatians 5:19-21).
- I will actively set my mind on heavenly things (Philippians 4:8; Galatians 5:22-23).

At British Columbia Christian Academy we seek through word and action to create an environment of trust and mutual support in which each member of our community can grow. There is an emphasis on the need to be sensitive to those we come in contact with so that each student can realize their individual, God-given potential. As a staff we are committed to the on-going educational process of developing unique persons in a Christ-centered environment where faith is translated into action.

We all must learn to work individually and with others. Mutual respect, cooperation and sharing are important values in any social experience. The ability to work with, and for, others is an important part of the learning process. In all we do, there must be respect for God and His work, self, others, property and authority. Any overt behavior, which would demonstrate a lack of respect (e.g. cruel teasing, bullying, discourtesy, blasphemous language or vulgarity, stealing, etc.) will be dealt with so that the well-being and security of everyone in the school is ensured.

Students are to live consistent Christian lives wherever they are. Those who are not leading such lives often reflect this in their studies and their attitude toward other students.

Involvement with alcohol and illegal drugs are serious offences and all students are placed under a strict obligation to refrain from such use at all times and in all places. A breach of this guideline will normally result in disciplinary action ranging from a minimum of a 30 day suspension to expulsion.

### **Smartphone Smart School Policy (Kindergarten to Grade 7 only)**

I understand that any electronic devices (including but not limited to smartphones, iPads, iPods, mobile gaming devices, smartwatches, etc...) are not to be taken to school. Any violation of this policy may result in the electronic device being confiscated.

I, \_\_\_\_\_ (print name), am aware of the school's Student Code of Conduct and the *Smartphone Smart School Policy*. I agree to follow and support both to the best of my ability. As a student attending BC Christian Academy, I promise to take responsibility for any violations of the Code of Conduct as well as agree to any discipline procedures the school may deem appropriate.

\_\_\_\_\_  
Student Signature or Parent Signature (on behalf of K-Gr.4 students)

\_\_\_\_\_  
Date



**FEE SCHEDULE 2026-2027 SCHOOL YEAR:****REGISTRATION FEE:** \$500.00 (non-refundable)**1st child in family:** \$23,000.00**2nd child in family:** \$21,000.00**3rd child in family and subsequent child(ren)** \$20,000.00**Only children in the same family household are eligible for a siblings' discount****STUDENT ACTIVITY FEES:**

GRADE	FEES	GRADE	FEES
Kindergarten – Gr 4 (Elementary School)	\$150	Gr 9 – Gr 10 (High School)	\$350
Gr 5 – Gr 8 (Middle School)	\$300	Gr 11 (High School)	\$450
		Gr 12 (High School)	\$550

**TEXT BOOK DEPOSIT:** High School and Middle School students are required to give a **\$200** cheque as a textbook deposit. Cheque is returned when textbooks are returned in proper condition. (Not required for Primary school students).

**COMPULSORY MEDICAL PLAN:** \$ 1,100.00  
(includes interim private medical insurance and application for Medical Service Plan – MSP)

**HOMESTAY FEES:****ADMINISTRATION FEE:** \$ 500.00 (If applicable – please see below for the explanation of fee)**SECURITY DEPOSIT:** \$ 1300.00 (If applicable)**MONTHLY FEE:** \$ 1300.00 (If applicable – paid directly to the Homestay Host Family)**LIVING EXPENSES**

Each student should have approximately \$4000.00 Canadian funds per year to cover miscellaneous expenses, such as school uniform, school supplies, personal clothing/toiletries, restaurant meals, personal entertainment, etc.

**ACCOMMODATION (Homestay)**

Each homestay family provided by the school is carefully screened and reviewed by the Homestay Coordinator.

**THE HOMESTAY ADMINISTRATION FEE** of \$500 (Canadian Funds) provides student with:

-up to 3 homestay placements in the first year  
-up to 3 reports to parents and/or guardian during the first 6 months. The Homestay Coordinator will provide written report for the student's family overseas or guardian on their child's well-being and progress in school and adjustment to life in Canada. The Coordinator will conduct:

- regular interviews with the Homestay Student
- regular interviews with the Host Family

**MONTHLY HOMESTAY FEES:** The cost of room and board with a family is \$1300 per month and is payable directly to the Host Family at the beginning of the school year and on the first day of each month of the student's stay. The payment of a Security Deposit equal to one month's Homestay Fee (\$1300) is due at the beginning of the school year along with the Homestay Administration Fee (\$500), and is payable to BCCA. The Security Deposit will be used toward the final month's room and board, minus any damages or unpaid bills charged to the student during his/her stay with the Host Family. Please note that the monthly fee is a flat rate and must be paid even if the student returns home during Christmas and Spring vacations.

\_\_\_\_\_  
Parent/Guardian Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Parent/Guardian Signature\_\_\_\_\_  
Date

**ADDITIONAL INFORMATION**

- All International students are required to pay for medical coverage as a condition of their acceptance in British Columbia Christian Academy.
- All International students must report with their passport and Study Permit to the front office upon arrival to apply for MSP coverage.
- Students should buy their uniform from the uniform supplier, Neat Uniforms: [www.neatuniforms.ca](http://www.neatuniforms.ca). Phone number is 1-800-668-8261. If students must wait while their uniform is made, girls may wear a black skirt and white blouse, and boys may wear black pants and white collared shirt. Gym (P.E.) strip is purchased through <https://bccouniforms.itemorder.com/sale>. Check with the office admin for further questions.
- Our pull-out based ELL classes will start from grade 4 through grade 8, ages 9 – 13. Students in the High School grades 9 through 12 will be placed in the ELL class and integrated into regular classes as their English skills improve.
- New International Students will need to complete a language proficiency test at B.C.C.A. prior to course enrollment/selection.
- Vacations: Extensions to the Christmas and Spring Break **are not permitted**. Students traveling to their home countries over these periods are to leave and return within the time frame set by the school. If, under exceptional circumstances, a student will be away longer than the allowed time, he or she must get prior authorization from BC Christian Academy.
- **(Note regarding FOREIGN VISAS:** If students wish to travel to or via the United States, they need to contact the United States Consulate in their home country before coming to Canada. )

**REFUND POLICY FOR TUITION FEES:**

**All requests for refunds must be made in writing to British Columbia Christian Academy. Refund requests include the original Letter of Acceptance issued by British Columbia Christian Academy as well as relevant supporting documentation (e.g. letter from Citizenship and Immigration Canada).**

The registration fee is strictly non-refundable.

**FULL REFUND** of tuition fee will only be given if the student applies to Canada Immigration for Student Authorization within three weeks of the date the Letter of Acceptance is issued; and is refused a Student Authorization to attend British Columbia Christian Academy. Documented evidence is required.

To obtain a refund, written requests should be received within six months of the date refusal. Requests must include the formal letter of refusal from Canadian Immigration.

**PARTIAL REFUND** will be given when a student becomes a landed immigrant or permanent resident two months prior to the commencement of the program, which is the first day of their attendance at British Columbia Christian Academy. BCCA will refund the difference between the international tuition and local tuition fees, less the \$2100 tuition deposit. Please note that the \$2100 tuition deposit is not refundable, and the local tuition fees will not be refundable and can only be applied towards the students tuition.

Refunds for Homestay Fee will be governed by the terms of the Long-Term Homestay Agreement, which must be signed by the Homestay Student and his/her Guardian, as well as the Host Family.

**NO REFUND** will be granted to a:

- Student who voluntarily withdraws from BC Christian Academy.
- Becomes a landed immigrant after the commencement of their program.
- Student whose parent obtains a working/study visa after the commencement of the program.
- Student who is dismissed from the program due :
  - to a breach of the law, policy or regulation as determined by the Government of Canada,
  - to a breach the Policy of BC Christian Academy, falsified information or false declaration

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Parent/Guardian Signature

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Date

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Parent/Guardian Signature

---

Date

**LEGAL RESIDENCY OF PARENT OR COURT APPOINTED LEGAL GUARDIAN**

To be completed and signed by a parent or legal (court-appointed) guardian. If legal guardian, attach a copy of the court order appointing you as legal guardian.

**LAWFULLY ADMITTED INTO CANADA (STATUS OF PARENT OR LEGAL GUARDIAN ONLY):**

I am (please X one):

- ☐ A Canadian citizen (please attach photocopy of Canadian or Citizenship Certificate of Parent)
- ☐ A Permanent Resident (landed immigrant) (attach photocopy of landed immigrant status paper or P.R. card of Parent)
- ☐ Lawfully admitted into Canada under one of the following documents (please mark the appropriate box below and attach photocopy of document):
- ☐ Admission as a refugee claimant
- ☐ A person claiming refugee status who has a letter of no objection
- ☐ Student authorization (student visa) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
- ☐ Employment authorization (working 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 as a diplomatic or consular official (with a foreign representative acceptance counter foil in his/her passport)
- ☐ Other – document description (must be cleared with Immigration Canada):  
\_\_\_\_\_

**RESIDENCY IN BRITISH COLUMBIA (OF PARENTS ONLY)**

- ☐ Yes, I am a resident of British Columbia

Residence Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

- ☐ No, I am not a resident of British Columbia

**CONFIRMING SIGNATURE:**

Parent's/Legal Guardian's Signature: \_\_\_\_\_

Parent's/Legal Guardian's Name: \_\_\_\_\_

Parent's/Legal Guardian's Name: \_\_\_\_\_

Student name: \_\_\_\_\_

Date: \_\_\_\_\_

**MEDICAL DECLARATION FORM**

EMERGENCY CONTACTS (PLEASE LIST 2 PEOPLE OTHER THAN PARENTS):

NAME	PHONE NUMBER	RELATIONSHIP:	CAN PICK UP?	I CONFIRM THAT THESE EMERGENCY CONTACTS UNDERSTAND AND SPEAK ENGLISH:
				Initial:
				Initial:

**MSP / EXTENDED HEALTH INSURANCE INFORMATION**

PERSONAL HEALTH NUMBER: (obtainable after 3 months in BC)	
PRIVATE MEDICAL INSURANCE POLICY #:	Coverage from: _____ to _____

\*Students must always have adequate insurance coverage. Private medical insurance is required until MSP coverage is obtained

**EMERGENCY MEDICAL CARE NOTICE**

I/We acknowledge and agree that the school will administer basic first aid to my/our child in the event of an accident, injury, or medical emergency while they are in the care of the school. I/We understand that school staff will act in the best interest of my/our child and will contact parents/guardians as soon as reasonably possible. I/We also understand that, if necessary, the school may seek further medical assistance, including contacting emergency services.

**IMMUNIZATION**

Please fill in dates (YYYY/MM/DD) of all past immunization, including those given by doctor or attach a copy of immunization certificate. Please keep the office informed of any additional immunizations done after providing this record.

	Shot 1	Shot 2	Shot 3	Shot 4
DTPPH (Penta)(Diphtheria/Acellular Pertussis/Tetanus/ Inactivated Polio/ Haemophilus Influenza Type B)				
HEPATITIS B				
MMR (MUMPS/MEASLES/RUBELLA)				
Kindergarten Booster (DTPP) (Diphtheria/Acellular Pertussis/Tetanus/ Inactivated Polio)				
Varicella (Chickenpox) for children who have not already had Chickenpox, the disease				

**MEDICAL HISTORY**

1. Is the student currently taking any medication on a regular basis? If yes, please provide the name(s) of the medication.

	Yes		No
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Name of Medication: \_\_\_\_\_

2. Will the need to take this medication while at school?

	Yes		No
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3. Does the student have a history of previous medical concerns or surgery? If yes, please provide details.

	Yes		No
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Details:

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4. a) Does the student have any known allergies? If yes, please name allergies:

	Yes		No
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Allergies:

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b) Symptoms that student has experienced during an allergic reaction:

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5. Has the student ever suffered an allergic reaction that has caused him/her to experience breathing difficulties, dizziness, fainting, or shock? If yes, please provide details:

	Yes		No
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Details:

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1. Has the student ever had need of oral (tablet or liquid) or injectable medication for an allergic reaction? If yes, please provide details:

	Yes		No
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Details:

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2. Please use this space if there is anything else you want us to know about the student:

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Please be assured that if a student requires assistance due to a medical emergency, the school will make every effort to inform the parents or guardians immediately. The student will receive prompt care regardless of whether contact is successfully made.

In the event of a medical emergency, the school will attempt to contact the parents or guardians to arrange for the child to be picked up or to receive instructions on the appropriate course of action. If the parents or guardians are unavailable, the designated emergency contacts will be notified. Should the school be unable to reach any contact person, the school will take action as deemed necessary and will continue efforts to contact the parents or guardians until successful.

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Parent / Guardian Signature

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Print name of Parent

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Parent / Guardian Signature

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Print name of Parent

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Date