



Windsor-Essex Catholic District School Board

Section: **Students**

Policy: **Student Admission - Secondary**

ST:02

POLICY

1. The Windsor-Essex Catholic District School Board shall admit all persons having the right to attendance, subject to the Provisions of the Education Act.
2. The parent or guardian shall be responsible to provide the required admission documents:
 - a. Proof of elementary promotion;
 - b. Proof of Canadian citizenship or landed immigrant status or other valid legal status;
 - c. A signed Application for Direction of School Support (ADSS) form and a Separate School Lease (SSL) form, where required.
3. Pupils admitted to schools will be entitled to such transportation as may be provided by the Board.
4. Admission to a school by a Principal shall be temporary pending receipt of official school records, where applicable, and verification of all information stated on the registration form.

REGULATIONS

Education Act, Sections 40, 41, 42

PROCEDURES

1. **Age Limitation**
Students who reach the age of twenty-one (21) shall be allowed to attend until the last school day in the year in which they attain the age of twenty-one (21).
2. **Non-Canadian Status**
Schools shall ensure that non-Canadian students have the proper documentation from Immigration Canada BEFORE admission and shall keep the documentation on file for enrolment audit purposes. Schools shall direct non-Canadian students to the Health Unit for a tuberculin test BEFORE admission
 - a. **Refugee Status**
 - i) Catholic. Child may be admitted with medical clearance.
 - ii) Non-Catholic. Child may be admitted with medical clearance.
 - b. **Landed Immigrant Status** – same as Canadian citizen.

- c. Student Visa.
Student may be admitted once the documents have been inspected by the Assessment and Admission Officer in consultation with the Superintendent of Schools. The cost of education (revised yearly) shall be charged to the student.
- 3. Principals shall be required to conform to Section 40 of the Education Act pertaining to communications with the Catholic school district from which a student seeking admission originates.
- 4. Any other situation shall be brought to the attention of the Assessment and Admission Officer.

Approved by Board: June 23, 1998
Revised: September 28, 1999
Related Policy: ST:01 Student Admission Elementary
Related Board Committee:
Policy Review Date: 2009