



## International Student Application Instructions

### 1. Please submit:

- ✓ A signed **International Student Application Form**
- ✓ A copy of the **student's passport** (picture page)
- ✓ An official copy of **school transcript** for last 2 years (both original & English translation)
- ✓ Application fee of \$250.00 CAD by bank draft, certified cheque or VISA/Mastercard/AmEx

### 2. Confirmation of Application:

- ✓ Notification will be provided within 5 business days by **Confirmation of Application** (invoice) letter

### 3. Custodian Appointment (3 Documents Required)

- ✓ A custodian must be appointed for students not participating in the RVS Homestay Program or living with a parent
- ✓ **Custodian and Parent Declaration forms** must be **notarized** and copies provided with the application.  
Forms are available at: <http://www.rockyview.ab.ca/home/international-education>

### 5. Payment of Tuition & Health Insurance Fees

- ✓ **Fees** are due upon receiving invoice and can be paid by bank draft, money order or credit card.

### 6. Official Letter of Acceptance and Study Permit Application

- ✓ After RVS has received payment of fees, the **Official Letter of Acceptance (LOA)** will be issued.
- ✓ The **LOA** is required for the student to apply for a **Study Permit** at nearest Canadian Embassy.  
Rocky View Schools requires all students to have a valid Study Permit.

### 7. Upon arrival in Canada

- ✓ It is suggested that students arrive 1 week prior to the first day of school to provide time for registration and adjustment. Please register at the school as soon as possible (bring acceptance letter/passport & study permit)

### Tuition Fees: (payable to Rocky View Schools – Finance Department)

Fees	1 Semester (5 months)	Full Year (10 months)
Application fee (non-refundable)	\$250.00	\$250.00
Tuition	\$5,500.00	\$10,500.00
Health/Medical insurance	\$250.00	\$500.00
Bus Transportation	included	included
<b>Total</b>	<b>\$6000.00</b>	<b>\$11,250.00</b>

### Homestay Fees: (payable to Canada Homestay International)

Fees	1 Semester (5 months)	Full Year (10 months)
Placement fee (non-refundable)	\$500.00	\$500.00
Homestay (\$700/month)	\$3,500.00	\$7,000.00
Custodianship/Airport pick up & drop off	\$350.00	\$450.00
<b>Total</b>	<b>\$4,350.00</b>	<b>\$7,950.00</b>

Please note: School fees, course/supply fees not included. *All fees are subject to change.*



# INTERNATIONAL STUDENT APPLICATION FORM

## Please send completed application to:

**Rocky View Schools**  
Attention: International Education  
2651 Chinook Winds Drive SW  
Airdrie, AB CANADA T4B 0B4  
Fax: 403.945.4001 Email: study@rockyview.ab.ca

<b>For Office Use Only:</b>
School _____
Grade _____ Referred by: _____
Approved _____ Date _____
Notes _____

## Please PRINT clearly in English

Date: \_\_\_\_\_ **Program starting:**  September or  January / February

## Student's Information:

_____ Student's Family Name	_____ First Name	_____ Middle Name
_____ English Name (if applicable)	_____ Birth date (Year / Month / Day)	Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male
_____ Country of Birth	_____ Language(s) Spoken	
_____ Student's E-mail		

## Parent's Information:

_____ Father's Full Legal Name	_____ Mother's Full Legal Name	
_____ Permanent Overseas Address	_____ City, Country, Postal Code	
_____ Home Phone	_____ Cell/Mobile Phone	_____ Parent's E-mail

## School History / School Requested:

\_\_\_\_\_  
Name of Last School Attended      Location      Grade Completed

**School Requested:** 1. \_\_\_\_\_  No preference, please assign  
2. \_\_\_\_\_

**Homestay / Living Arrangements:**

- Student will require Homestay Placement (application information will be sent for the student)
- Student will live with mother/father at address indicated below (no custodian required)
- The student will live with the following person – they will also be the student’s custodian:

Surname (Family Name)	First Name	<input type="checkbox"/> Ms.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Mr.	Relationship to Student
Street Address	City	Postal Code			
Home Phone	Work Phone	Cell/Mobile Phone	E-mail		

**Health Information:**

Does the student have any allergies / medical condition / or take any medication?  Yes  No  
If **YES**, please describe: \_\_\_\_\_

Does the student have a perceived or documented learning disability, physical disability, social integration difficulty, behavioural concern or history of criminal behaviour?  Yes  No  
If **YES**, please describe: \_\_\_\_\_

**Payment of Application Fee (\$250 CAD):**

VISA  Mastercard  AmEx Card Holders Name: \_\_\_\_\_  
Credit Card #: \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
Signature: (to authorize application fee to be charged to your credit card) \_\_\_\_\_

**Terms & Conditions:**

**In the event that a student does not come to Rocky View Schools or decides to leave, a request for refund must be made in writing. A portion of the tuition fee will be refunded in accordance with our International Student refund policy – please visit: <http://www.rockyview.ab.ca/home/international-education> for detailed information.**

Rocky View Schools is not liable for losses/expenses that may incur as a result of the Division being unable to provide education owing to labour disputes, inclement weather conditions or other causes beyond its control. Canada is very safe by world standards. While the student will be generally supervised, such supervision cannot be constant and the District cannot guarantee the student’s safety. Therefore, should the student be injured while studying in Canada, the Division will not be held liable.

If the student’s educational needs are greater than disclosed on the application, Rocky View reserves the right to charge for extra support if such support is available. Any inaccuracy in the application may be sufficient reason for the Division to terminate the agreement and send the student home without refund and at the parent’s own expense.

*I confirm that I am applying to attend a Rocky View school as an international student. I agree to uphold the Rules & Regulations and cooperate with Administrators, teachers and students.*

*As the parent(s) of the student applying for placement, I/we acknowledge acceptance and understanding of the Division policies and guideline requirements for placement.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent(s) Signature