

International Student Program

Notre Dame Regional Secondary School

2880 Venables Street, Vancouver, B.C. Canada, V5K 4Z6

Phone: 604-255-5454 Fax: 604-255-2115 E-mail: international@ndrs.org Website: www.ndrs.ca



Thank you for your interest in Notre Dame Regional Secondary School's International Student Program.

Please carefully read the following instructions and program information.

Submitting an Application

To apply to Notre Dame's International Student Program, please complete the following steps:

1. Complete the application form and have it signed by parent and student, not guardian or agent.
2. Attach original transcripts in English of (or school records from) both the current and the previous school year. Photocopies of transcripts/certificates must be certified with the school's official stamp.
3. Include English language test scores with the application.
4. Include at least one reference letter in English from a current teacher or administrator.
5. Include a **non-refundable** application fee of **\$400 CAD**, payable by cheque or money order, to Notre Dame Regional Secondary School.

Application Process

Notre Dame Regional Secondary School (NDRSS) will notify applicants after receiving a **completed** application whether they have been accepted or not.

Once the applicant has been notified of his/her acceptance, **tuition of \$17,000 CAD per year** must be paid in full by certified cheque or money order payable to Notre Dame Regional Secondary School. **This payment is due by June 1st for study beginning on September 1st.**

An official Letter of Acceptance will be issued to successful applicants, after which they can apply for their Study Permit at the nearest Canadian Embassy.

Refund Policy

In the event that an applicant does not come to Canada or decides to leave NDRSS for personal reasons, a refund request must be made in writing. The following refund policy will apply to all international students:

- Full refund, less Application Fee, if the Study Permit is not approved by Citizenship and Immigration Canada. Students must include the letter of rejection from the Canadian Embassy.
- Two-thirds (2/3) of the tuition fee, if the student withdraws prior to September 1st.
- One-half (1/2) of the tuition fee, if the student withdraws between the commencement and the end of the first calendar month of the program.
- No refund of the tuition fee if the student withdraws after the first calendar month of the program.
- No refund of the tuition fee if the student is found to be in violation of school rules i.e. chronic absenteeism, drinking alcohol, taking drugs etc.

Students who achieve Permanent Resident status after tuition fees are paid will not be eligible for refunds

other than as stated in the refund policy above.

Short Term Program

NDRSS also offers short-term school programs of 1 to 8 months that introduce international students to Canadian school life. For all short-term programs, direct application must be made to NDRSS. Short-term international students normally will not receive academic credits because a full academic school year cannot be completed.

Fee Schedule for the Academic Year 2020-21

Application Fee: **\$400 CAD** Tuition Fee: **\$17,000 CAD** per year
Capital Assessment: **\$1,000 CAD**

Additional costs include, but are not limited to, curriculum fee (\$150) uniform (regular and summer), physical education uniform, school supplies, special subject & extra-curricular fees, field trips, and special school functions. Homestay is separate from the school and is not included in the above fees.

Homestay

For any homestay enquiries, please contact the International Program Coordinator at Notre Dame Regional Secondary School. Attempts will be made to put applicants in touch with appropriate homestay agencies.

Participation Agreement

Notre Dame Regional Secondary (NDRSS) is committed to providing the best educational opportunities possible for international students. In order to facilitate this, international students need to participate according to the following conditions:

- Student agrees to abide by the laws of Canada and of their home country;
- Student agrees to all NDRSS policies and procedures, including, but not limited to, those pertaining to attendance, homework and behaviour;
- Student and parent/guardian have read and fully understand all preceding sections of this application form;
- Student and parent/guardian understand that failure to abide by the above conditions may result in immediate dismissal from the NDRSS International Education Program.
- We have read and fully accept the conditions of this Participation Agreement.

Please note that registration at Notre Dame Regional Secondary School constitutes an implicit agreement of students and families to adhere to all school policies.

Student Signature: _____ Date Signed: _____
Place Signed: _____

Parent /Guardian Signature: _____ Date Signed: _____
Place Signed: _____