



***COME STUDY WITH US!***

**SECONDARY SCHOOL**

Grades 9 10, 11 and 12

or

**PRE-UNIVERSITY STUDY**

**BELLEVILLE – KINGSTON – TRENTON**

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***APPLICATION INFORMATION***

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**ALGONQUIN AND LAKESHORE  
CATHOLIC DISTRICT SCHOOL BOARD**

International Education Office

151 Dairy Avenue

Napanee, Ontario, Canada K7R 4B2

Tel: 613-354-2255 Fax: 613-354-0549

e-mail: [international@alcdsb.on.ca](mailto:international@alcdsb.on.ca)

<http://www.alcdsb.on.ca>

It is the responsibility of the applicant  
to make all visa arrangements PRIOR to arriving in Canada

## APPLICATION AND ADMISSION SCHEDULE

1. Completed Application Forms with school records will be received until the end of June for Semester I and the end of October for Semester II. After those dates, please make contact to discuss if it is possible to process an application.
2. Application Forms and school records will be reviewed within ten days. A preliminary letter of acceptance and an invoice for the tuition fee and health insurance, if applicable, will be issued to successful applicants.
3. The tuition fee is CAN\$12,500.00 for a full school year and CAN\$6,800.00 for one semester. For the purposes of this program, a full school year is two (2) consecutive semesters, plus optional Summer School Credit Courses.
4. The 12-month plan for health insurance costs CAN\$500.00. The cost for one semester is CAN\$250.00.
5. We offer the following methods of payment:
  1. **Visa** - please see below "Tuition Fee Payment by Visa".
  - 2: **Certified Cheque** - payable to: Algonquin and Lakeshore Catholic District School Board, 151 Dairy Avenue, Napanee, Ontario, Canada K7R 4B2.
  - 3: **International Wire** –Banking information will be sent once application has been received.A formal final letter of acceptance and receipt will be issued within ten days of receiving the payment for the tuition fee and health insurance.
6. The Homestay Supervisor will provide the applicant with details of the homestay placement approximately two months prior to the commencement of school.
7. The student's school program will be finalized prior to the beginning of school.

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### Tuition Fee Payment by Visa

Visa Card Number: \_\_\_\_\_ Visa Expiry Date: MM \_\_\_\_ DD \_\_\_\_ YY \_\_\_\_\_

Visa Card Holder's Name: \_\_\_\_\_

Tuition Fee Payment: \_\_\_\_\_

Add: 3% Service Charge: \_\_\_\_\_

**Total Visa Payment: \$** \_\_\_\_\_

Name of Parent(s): \_\_\_\_\_  
(If Different from Cardholder)

Student's Name: \_\_\_\_\_

\_\_\_\_\_  
Signature of Cardholder

\_\_\_\_\_  
Date

Please fax this information to the attention of International Education office at 1-613-354-0359. Visa payment will be processed within five working days.

## TUITION FEES

The inclusive tuition fee for one full school year [two (2) semesters plus Orientation and optional Summer School Credit Courses] is CAN\$12,500.00. The tuition fee for one semester is CAN\$6,800.00. The tuition fee includes:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Application and Administration Fees   | <input checked="" type="checkbox"/> One school uniform package                         |
| <input checked="" type="checkbox"/> Full academic program                 | <input checked="" type="checkbox"/> School bus transportation where applicable         |
| <input checked="" type="checkbox"/> Use of textbooks                      | <input checked="" type="checkbox"/> Initial airport pick up is available, if requested |
| <input checked="" type="checkbox"/> Locating and monitoring a homestay    | <input checked="" type="checkbox"/> Interim and Final Progress Reports                 |
| <input checked="" type="checkbox"/> English as a Second Language training | <input checked="" type="checkbox"/> The services of a Guidance Counsellor              |

The tuition fee is **not refundable**, except for students who are unable to start the program because of documented medical difficulties or student permit rejection - for those conditions an administration fee of CAN\$300.00 will apply. Students who are found to seriously violate the policies of the International Educational Program or the policies of the school or the laws of the country will be returned home immediately. In this eventuality, the tuition fee is **not refundable**.

## HEALTH INSURANCE and IMMUNIZATION RECORDS

It is **compulsory** for students of the International Program to have adequate health insurance while they are in Canada. Students who have health insurance must provide a Certificate of Health Insurance. All others must purchase health insurance. Arrangements have been made with an insurance company for International Students to purchase a 12-month plan. The 12-month plan costs CAN\$500.00 and includes:

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Hospital Care               | <input checked="" type="checkbox"/> Para-Medical Services | <input checked="" type="checkbox"/> Ground Ambulance  |
| <input checked="" type="checkbox"/> X-Rays and Laboratory Tests | <input checked="" type="checkbox"/> Accidental Dental     | <input checked="" type="checkbox"/> Medical Surgery, Anaesthetic<br>Charges and Consultations by<br>specialists |
| <input checked="" type="checkbox"/> Prescription Drugs          | <input checked="" type="checkbox"/> Repatriation          |   |
| <input checked="" type="checkbox"/> Vision Care                 | <input checked="" type="checkbox"/> Medical Evacuation    |   |

**Immunization:** Students should obtain Proof of Immunization (with dates) for: Tetanus, Diphtheria, Polio, Measles, Mumps, Rubella. This information is required when the student comes to Canada.

## HOMESTAY INFORMATION

For each accepted student, a Homestay Supervisor will arrange a placement with an approved Canadian family. The Homestay cost is CAN\$700.00 per month and provides the International Student with the following:

- A home that is inspected and approved by the Homestay Supervisor.
- Residence in a home in the community that provides the International Student with the security and care of life with a Canadian family.
- Accommodation and meals, seven days a week for the entire duration of the school year.
- Their own room with a suitable desk or table for study purposes.
- Reasonable access to all the home's facilities including laundry facilities.
- Transportation to most appointments and the other supports usually available to a student living at home.

The student, or his/her family, will make Homestay payments at the beginning of each month directly to the homestay parents. **Payment for the first and last months stay will be made upon arrival.** Details of the Homestay placement, including the homestay family information and contact numbers will be provided to the applicant once the homestay is confirmed. **Students cannot change homestay families without approval.** Any changes in homestay must be done through the International Education Office. One month's notice must be given or the homestay paid one month's fee in lieu of notice prior to any move. A CAN\$200.00 administrative fee may also apply.

## IMPORTANT DATES FOR THE SCHOOL YEAR

	For Semester I September Entry	For Semester II February Entry
Final Date for Receipt of Applications	Preferably by the end of June	Preferably by the end of October
Final Tuition Payment Due	August 31	January 31
Orientation Program Begins	End of August	End of January
Classes Begin	8 September, 2009	Early February

## WRITTEN PROGRESS REPORTS

School Progress Reports are issued twice each semester and will be sent to parents. Parents are asked to provide email addresses or fax numbers to which the reports can be directed. The approximate dates of issue of the reports are:

Semester	Interim Report	Final Report
1	Mid-November	Mid-February
2	Mid-April	End of June

## ORIENTATION PROGRAM

Prior to being registered in school, an Orientation Program will be provided for applicants with appropriate components drawn from the following:

1. Introduction to the homestay family;
2. Introduction to the following:
  - a. Homestay Supervisor
  - b. Guidance Counsellor
  - c. ESL Teacher
3. Registration and course selection
4. Fitting for uniform
5. Visits to the school and tour of the community.

During this period, students will stay with their Homestay family. The tuition fee covers all costs associated with the Orientation Program, with the exception of the homestay.

## TRAVEL PLANS

Students are asked to inform the Homestay Supervisor of the **date of arrival in Canada** and the details of their travel itinerary as soon as the information is available.