

NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD

TUITION FEES FOR OUT-OF-PROVINCE PUPILS

AB&F 18.1
July 2017

POLICY:

It shall be the policy of the Nipissing-Parry Catholic District School Board to charge a fee in respect of a pupil who is enrolled in a day school program and whose parents or guardians do not reside in Ontario.

ADMINISTRATIVE REGULATIONS:

Parents or guardians of students enrolled in a day school program, who are not residents of Ontario will be charged a fee calculated in accordance with the Ontario Regulations made under the Education Act with respect to the calculation of fees for pupils.

ADMINISTRATIVE PROCEDURES:

1. The parent or guardian will complete the "Application for Admission of an Out-of-Province Student" form for approval by the appropriate Supervisory Officer.
2. Upon approval of the admission of the pupil by the Director of Education, a "Tuition Fee Agreement" will be prepared and signed by the Director of Education and the parent or guardian.
3. Tuition fees will be collected in accordance with the schedule in the Tuition Fee Agreement.



APPLICATION FOR ADMISSION OF AN OUT-OF-PROVINCE STUDENT

for the school year 20____ - 20____

(Please refer to procedure on previous page)

The personal information you provide on this form is collected by the Nipissing-Parry Sound Catholic District School Board under the authority of the Education Act (R.S.O. 1990 c.E.2) ss.58.5, 265 use and 266 as amended. The information will be used for School and Board operations including but not limited to student registration, staff and resource allocation and to provide information to employees where necessary to support them in carrying out their job duties. In addition, the information may be used to deal with matters of health and safety or discipline and may be required to be disclosed in compelling circumstances, for law enforcement matters or in accordance with any other Act. The information will be used in accordance with the Education Act, the regulations, and guidelines issued by the Minister of Education governing the establishment, maintenance, use, retention, transfer and disposal of pupil records. For questions about this collection, please contact your school Principal.

TO BE COMPLETED BY THE STUDENT, PARENT, GUARDIAN OR SPONSOR

Student: _____
(First Name) (Last Name)

Date of Birth: _____
(Month) (Day) (Year)

Place of Birth: _____
(City) (Country)

Religion (Baptized): _____

Parent(s) or Guardian(s): _____

Address: _____

Sponsor(s) — Name: _____
Address: _____

Preferred Payment Schedule: two installments (prior to admission and January 31)
 one installment (prior to admission)

Student (if 18 years or older), parent, guardian or sponsor

TO BE COMPLETED BY SCHOOL OFFICIAL(S)

- Proof of age (birth, baptismal certificate or other) – attached
- Academic transcripts/documentation – attached

Comments (if applicable) _____

Admission is recommended, conditional upon the approval of the Director of Education
 not recommended

Guidance Counselor

Principal

Supervisory Officer

Copies: School Student, parent, guardian or sponsor Superintendent



TUITION FEE AGREEMENT

Agreement between

Nipissing-Parry Sound Catholic District School Board
of the First Part hereinafter called "The Board"

AND

of the Second Part hereinafter called "The Second Part"

"WHEREAS" the Board undertakes to provide the education of children under the jurisdiction,
The parties hereto agree as follows:
The Board undertakes to:

- a) Accept at: _____
for the following pupil: _____

AND

- b) Accept this pupil under the same conditions as its own pupils, and provide the student with the same educational services.

The Second Part undertakes to:

- Pay the Board the sum of \$ _____ **(CAN)** in one installment immediately, or
- Pay the Board the sum of \$ _____ **(CAN)**, in two installments as follows:

August 31, 20____ \$ _____ (CAN)
(Year)

January 31, 20____ \$ _____ (CAN)
(Year)

The parent/guardian understands that the student may not attend classes in the semester until the fee has been received. Any late payment will be subject to interest at the current bank rate.

The present Agreement is valid for the _____ – _____ school year.

In Witness thereof, signed this _____ of _____ 20____ at the City of North Bay, Ontario.
(Day) (Month) (Year)

On behalf of the Board

On behalf of the Second Part

(Signature of Director of Education)

(Signature of Parent or Guardian)