



POLICY

Title: **STUDENT ADMISSION –
INTERNATIONAL/OUT-OF-
PROVINCE/STUDENT EXCHANGE**

Policy No.: **1003**

Effective Date: **2000 April 25**

Department: Director's Services

- Reference(s):
- Education Act, R.S.O. 1990, c. E.2, *as amended*
 - Immigration and Refugee Protection Act S.2001, C. 27, *as amended*
 - Ministry of Education Memo – 2009:SB20
 - Ministry of Education Memo – 2012:SB01
 - Ministry of Education Memo – 2013:SB:05
 - Ministry of Education Memo – 2018:SB:08
 - Procedure – Student Admission – International/Out-of-Province/Student Exchange
 - Policy and Procedure- Attendance Areas for Students
 - Policy – Equity and Inclusive Education

1.0 Intent

It is the policy of the Thames Valley District School Board to value and welcome the contributions of diverse community members in strengthening educational opportunities for all students and ensuring a respectful, supportive, and welcoming learning environment for all students and employees.

2.0 Objective

To establish requirements and processes to ensure equitable admission for international, out-of-province, and exchange students.

- 2.1 Subject to the provisions of the Education Act, all children who are qualified to be resident pupils of the Board, shall be entitled to admission to school subject to the Board's policy and procedure regarding Attendance Areas for Students.
- 2.2 International students, unless exempt under Section 49(7) of the Education Act, are to pay tuition fees in accordance with the Education Act. Financial Services, on an annual basis, will determine the fees to be charged.
- 2.3 Students from another province within Canada or outside of Canada who are

Administered By: **Director's Services**

Amendment Date(s): 2004 September 28, 2015 January 27, 2024 January 30

Most Recent EIE Review Date: 2020 March 04

Canadian citizens or permanent residents of Canada, and whose parents or legal guardians do not reside in Ontario, may be required to pay tuition fees in accordance with Education Act, unless certain criteria are met. International Education will determine whether or not tuition fees are to be paid and will calculate annually the tuition fee to be paid based on Ministry of Education regulations.

- 2.4 All student exchanges supported by the Thames Valley District School Board must be sponsored by an approved exchange organization. They shall be reciprocal in nature, and, normally, fall within the same school year being September to August of each year.

3.0 Scope

This policy and related procedure apply to all students seeking admission to the Thames Valley District School Board.

4.0 Monitoring and Review

This policy and related procedure will be reviewed, at minimum, every 5 years or as needed.

5.0 Definitions

International Education:	Business unit that is part of the Director’s Services Department. International Education staff review applications for non-Canadian citizen and Permanent Resident students seeking admission.
Legal Guardian:	In order to be considered a legal guardian, an individual must have been awarded legal custody by an Ontario Court Order only.
Resident Pupil: (Pupil of the Board):	Education Act, Sections 32 to 49 Education grants are provided by the Ministry of Education.
Non-resident Pupil: (Other Pupil):	Education Act, Sections 32 to 49 Tuition Fees are paid by an individual or another authority.
Out-of-Province	A student from another province within Canada or

Student:	outside Canada who is a Canadian citizen and/or permanent resident of Canada and whose parent or legal guardian does not reside in Ontario.
International Student:	A student from another country who does not have Canadian Citizenship, a Record of Landing, a Confirmation of Permanent Residence or a Permanent Resident Card.
Record of Landing:	A form issued by Immigration, Refugees and Citizenship Canada which confers permanent resident/landed immigrant status in Canada.
Confirmation of Permanent Residence:	A form issued Immigration, Refugees and Citizenship Canada which confers permanent/landed immigrant status in Canada.