



**ROYAL MERIDIAN PRIVATE SCHOOL
INTERNATIONAL STUDENT APPLICATION PROCEDURE
2014 – 2015 ACADEMIC YEAR**

FOLLOW THE PROCEDURE WRITTEN BELOW.

- 1. APPLICATION:** Application Form must be completed.
- 2. EDUCATIONAL DOCUMENTS:** Student’s official report cards/transcript of marks are required for the last two years plus current. (*documents must be officially translated into English*)
- 3. GUARDIANSHIP DECLARATION – (PARENT/LEGAL GUARDIAN):** Form must be completed and notarized in the home country.
- 4. GUARDIANSHIP AFFIDAVIT – (CANADIAN GUARDIAN):** Proof of Guardianship as defined by the Board. Must be an original copy. If a new guardian is appointed during the academic year, an original copy of the new Guardianship Affidavit must be submitted to the Admissions Office immediately. (*to be completed, signed, and sealed by a Solicitor or Notary Public*).
- 5. GUARDIAN RESPONSIBILITY AGREEMENT – (CANADIAN GUARDIAN):** Must be completed and signed.
- 6. FEE** –Payment for each Fee must be made, individually, in Canadian Dollars by Certified Cheque or Bank Draft, payable to Royal Meridian Private School.

TUITION FEE (full academic year- New & Returning Student)	Applications for Sept/2014 Received Before April 30, 2014	Applications for Sept/2014 Received After May 1, 2014
MIDDLE SCHOOL Grades 7 &8	CDN \$12,000.00	CDN \$12,250..00
SECONDARY SCHOOL Grades 9 to 12	CDN \$12,000.00	CDN \$12,500.00
Application fee	CDN \$350.00 Non refundable	
Renewal Fee	CDN \$100.00	
Activity Fee	CDN \$300.00	

(Fees are subject to change without prior notice)

- 7. HEALTH INSURANCE COVERAGE:** Health insurance is mandatory, which will be bought by you directly through your Insurance Provider.
- 8. STUDY PERMIT:** *Upon arrival of the student a copy of the Study permit must be submitted to the Admissions Office.*
- 9. REFUND POLICY:**

- There will be **no refund** of tuition fee after a Letter of Acceptance has been issued, if the student withdraws for any reason.
- There will be **no refund** of tuition fee if the student is found in violation of school regulations and asked to withdraw from the school.
- There will be **adjustment** of tuition fee if the student changes immigration status during the school year. For instance, students who become permanent residents or landed immigrants of Canada after tuition fee is paid **will not** be eligible for any adjustments.
 - If a Study Permit is denied, the original letter of rejection from Citizenship & Immigration Canada and the original Letter of Acceptance must be presented to the Admissions Office. The tuition fee will be refunded less \$500.00 administration fee.

MINIMUM ACADEMIC AVERAGE REQUIRED: 65% or equivalent & no failures –per academic year-
The Admissions Office will process the student application upon receipt of the following documents and fees:
(Failure to comply may result in the return of the application package or delay the application process)

- Completed Application Form
- Educational Documents (*original, official report cards/transcript of marks for the last two years +current*)
- Tuition Fee
- Application Fee
- Health Insurance
- Guardianship declaration – (Parent/Legal Guardian)
- Guardianship Affidavit – (Canadian Guardian)
- Guardian Responsibility
- School Agreement
- Immunization Record

Note: All forms must be completed in English, and all documentation submitted must be original and officially certified and translated into English (when applicable).

Upon arrival of the application, the Admissions Office will issue a “Letter of Acceptance” required by Citizenship & Immigration Canada when applying for a Study Permit.

As soon as the guardian becomes aware of the student’s arrival date in Canada, the guardian must contact **Royal Meridian Private School** to arrange and appointment. When coming to the school for the assessment, the student **must** be accompanied by the Guardian.

To apply for a Study Permit, you may refer to the Citizenship and Immigration Canada website at <http://www.cic.gc.ca>.

We take this opportunity to thank you for your interest in Royal Meridian Private School.

For further information or assistance, please contact the Admissions Office at

Tel : 905-793-3339

Email: info@royalmeridian.org