

La Citadelle



International Academy
of Arts & Science



APPLICATION FOR SUMMER SCHOOL

Applicant Name: _____ **Current Grade:** _____

Applying for Summer Year: _____ **Date:** _____

APPLICATION CHECKLIST

- | | |
|--|--|
| <input type="checkbox"/> Completed & Signed <u>Application & Registration Form</u> | <input type="checkbox"/> Copy of Health Card |
| <input type="checkbox"/> Copy of Proof of Age document | <input type="checkbox"/> Transcript |
| <input type="checkbox"/> Copy of Student Visa (for International Students Only) | <input type="checkbox"/> Summer School Course Fees |

SECTION 1: STUDENT PERSONAL INFORMATION

Legal Surname/Family Name: _____ Legal First Name: _____

Preferred Name: _____ Email Address: _____

Cell Number: _____ Home Number: _____

Date of Birth: ____/____/____ Male Female Health Card Number: _____
yy mm dd

Ontario Education Number (OEN): _____

Student's Status in Canada: Are you a Canadian Citizen? Yes _____ No _____
Are you a Foreign Student? Yes* _____ No _____ Country of Origin: _____

* If you answered yes you must include a copy of your Student Visa with the application

Language Spoken: English: _____ French: _____ Other: _____ First language spoken: _____
(Please specify)

Home or Permanent Address: _____
Street Number Street Name Unit Number

City Province Postal Code

SECTION 2: PARENT AND/OR GUARDIAN INFORMATION

Student Resides with: Both Parents _____ Mother _____ Father _____ Other: _____

Mother: _____ Occupation: _____ Email: _____

Home Number: _____ Cell Number: _____ Business Number: _____

Home or Permanent Address: _____
(if different from above) Street Number Street Name Unit Number

City Province Postal Code

Father: _____ Occupation: _____ Email: _____

Home Number: _____ Cell Number: _____ Business Number: _____

Home or Permanent Address: _____
(if different from above) Street Number Street Name Unit Number

City Province Postal Code

Guardian: _____ Occupation: _____ Email: _____

Home Number: _____ Cell Number: _____ Business Number: _____

Home or Permanent Address: _____
(if different from above) Street Number Street Name Unit Number

City Province Postal Code

Registration Form – S1

Summer School Credit Courses, Fee and Guidelines

Summer School course(s) selected must be filled into the below chart along with the sessions offered and associated fees. The completed application form, including this Registration Form S1 and all applicable payment must be submitted prior to processing student file. Please note times of classes vary by course and all registered students must have access to internet as well as desktop/laptop computers.

| Current Grade | Course Code | Course Name | Session (July or August) | Course Fee |
|---|-------------|-------------|-----------------------------|------------|
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| * all admissions will be contingent on students meeting the prerequisite requirements | | | | \$ |
| TOTAL DUE | | | | \$ |

Part A – Fees & Guidelines

- a. Payments must be made to La Citadelle and completed registration packages must be received prior to May 31st, 2022 to secure enrolment.
- b. Course fees include a non-refundable \$300.00 Administrative & Processing Fee.
- c. Fees must be paid in full no later than May 31st, 2022, which confirms the student’s enrolment in the course.
- d. Program fees may be paid via cheque, cash, debit, e-transfer, wire visa or MasterCard. Visa and MasterCard payments will be subject to a 2.25% processing fee. All wire transfers must include the student’s full legal name and copy of the transfer receipt must be submitted as payment confirmation.
- e. All outstanding balances, regardless of the source, are subject to a late payment interest charge of 1.5% monthly (18% annually), compounded on the 1st of each month until the account is paid in full.
- f. Administrative & Processing Fees are non-refundable in all circumstances. In the event a parent wishes to withdraw a student from a course, then the parent must provide La Citadelle with the Official School Withdrawal Form available in the main office. All refunds and course changes will be subject to the Administrative & Processing Fee. Cancellations received 30 days prior to the start of the program are eligible for a full refund, less the Administrative & Processing Fee. Cancellations received less than 30 days prior to the start date of the program will not receive a refund.
- g. For international students registered in any of the above programs, full refunds less the Administrative & Processing Fee, will only be issued with proof of visa denial or a medical emergency supported by an officially translated certification from a legally qualified medical practitioner not related to the student.
- h. Parents may not receive official statements of results, transcripts, or diplomas and may not register a student in the school until all accounts have been paid in full or in accordance with the withdrawal policies set out in the preceding paragraphs. In addition, La Citadelle reserves the right to suspend a student until all accounts are paid in full.

Part B – Terms of Enrolment

- i. By enrolling their child at La Citadelle, parents and students agree to abide by and be bound by the academic, non-academic, administrative, disciplinary and other rules and regulations of the school, including the Code of Conduct, and agree to pay in full academic and incidental fees as required by the school. For purposes of this document and to school policies including the Code of Conduct, reference to parents includes, where applicable, custodial and non-custodial parents and/or guardians.
- j. The parents agree that during their child’s enrolment at La Citadelle, all works or products, including written works, works of art, audio or video recordings may be photographed or recorded, during school activities and extra-curricular activities and that La Citadelle may publish such content in any promotional, advertising, marketing or historical content, either for internal or external purposes. Further, during their enrolment, the parent understands, agrees that La Citadelle may photograph, record and film its students during school, activities and extracurricular events and/or activities and consents that these will remain the property of La Citadelle in perpetuity and that the content may be used by La Citadelle for any publication, web based school related content, marketing and promotional purposes, either for internal use or external market. All references to “La Citadelle or the school community” include the students, teachers, staff, parents and guardians, school administration and volunteers. All members of the school community are expected to comply with the Code of Conduct and school policies.
- k. The Code of Conduct, official school policies, and this agreement constitute a legally binding agreement with the school. However, information provided for information purposes such as information on the school website, and updates provided by teachers or the school about school activities is provided for information purposes only and is not intended to be legally binding.
- l. The first year of enrolment will be considered a probationary period in which the school in its absolute discretion will determine the student’s suitability for continued enrolment in La Citadelle. During the first year of enrolment, La Citadelle reserves the right to determine if a student is permitted to re-enrol for the following year.
- m. La Citadelle International Academy of Arts and Science is committed to provide a high standard of education and instruction and in that context, reserves the right to expel or suspend any student whose conduct or performance is unsatisfactory. If a student is suspended or expelled, the tuition fees will not be refunded.
- n. The school reserves the right to dismiss any student if the school determines in that the continued enrolment of that student would not be in the interest of the student or the school.
- o. The school reserves the right to cancel registration in the vent of low enrolment or exceptional and/or unforeseen circumstances. If this occurs a full refund will be provided.

In accordance with Section 39(2) of the Freedom of Information and Protection of Privacy Act, you are hereby notified that the personal information relating to you and your child is being collected for the proper administration of La Citadelle International Academy of Arts & Science only.

I agree to enrol my child in La Citadelle for the 2022 summer school program. I have selected course(s) and have read and understood the rules and conditions stated above and agree to be bound by the above terms and conditions. I have authority to do so on behalf of _____
(Student’s name)

Date: _____ & _____
Father’s/Guardian’s signature Mother’s/Guardian’s signature

La Citadelle Summer Credit Courses

July 4th – July 29th, 2022

| Grade | Course Code | Course Name | Prerequisite | Schedule | Fee |
|----------|--------------|--|---|----------------------|------------|
| Grade 12 | BOH4M | Business Leadership: Management Fundamental | None | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 11 | CHA3U | American History | Canadian History since World War I, Grade 10, Academic or Applied | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 11 | CLU3M | Understanding Canadian Law | Canadian History since World War I, Grade 10, Academic or Applied | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 12 | CPW4U | Canadian and International Politics | Any university or university/college preparation course in Canadian and world studies, English, or social sciences and humanities | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| | ESL D | English Second Language – Level 4 | ESL Level 3 or equivalent | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 11 | HRT3M | World Religions & Belief Traditions: Perspectives, Issues & Challenges | None | 9:00 a.m. –2:00 p.m. | \$2,000.00 |

August 1st – August 26th, 2022

| Grade | Course Code | Course Name | Prerequisite | Schedule | Fee |
|----------------------|---------------|---|---|----------------------|------------|
| Grade 12 | CHY4U | World History since the Fifteenth Century | Any university or university/college preparation course in Canadian and world studies, English, or social sciences and humanities | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 12 | HSC4M | World Cultures | Any university, college, or university/college preparation course in social sciences and humanities, English, or Canadian and world studies | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| | ESL E | English Second Language – Level 5 | ESL Level 4 or equivalent | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 9 | FSF1D* | Core French | None | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 12 | CLN4U | Canadian & International Law | Any university or university/college preparation course in Canadian and world studies, English, or social sciences and humanities | 9:00 a.m. –2:00 p.m. | \$2,000.00 |
| Grade 11 or Grade 12 | OLC4O | Ontario Secondary School Literacy Course | Students who have been eligible to write the OSSLT at least twice and who have been unsuccessful at least once are eligible to take the course. (Students who have already met the literacy requirement for graduation may be eligible to take the course under special circumstances, at the discretion of the principal.) | 9:00 a.m. –2:00 p.m. | \$2,000.00 |

*Mandatory for all La Citadelle Applicants entering Grade 10.