

# Checklist of Required Documentation

(Any missing documents may delay the registration process)

## THE FOLLOWING DOCUMENTATION IS REQUIRED BEFORE A CHILD STARTS SCHOOL

REGISTRATIONS WITH AN INTERNATIONAL STUDENT STUDY VISA	REGISTRATIONS WITH PERMANENT RESIDENCE, PARENT WORK VISA, PARENT STUDY VISA
<input type="checkbox"/> Signed <a href="#">pre-registration form</a> (must be submitted to receive a Letter of Acceptance <i>with a non-refundable registration fee of \$250 (Canadian Dollars)</i> . Complete as much information as possible on the form. <b>See payment information below.</b>	<input type="checkbox"/> Signed <a href="#">pre-registration form</a> (submitted when you have a permanent address).
Appointment to be made when family/student arrive in the Greater Saint John area for completion of registration. The following will be required, <b>at that time</b> . Unless requested, please do not forward this information via email.	Appointment to be made when family/student arrive in the Greater Saint John area for completion of registration. The following will be required, <b>at that time</b> . Unless requested, please do not forward this information via email.
<input type="checkbox"/> Student passport (proof of age)	<input type="checkbox"/> Student passport (proof of age)
<input type="checkbox"/> Student birth certificate	<input type="checkbox"/> Student birth certificate
<input type="checkbox"/> Proof of immunization records in English	<input type="checkbox"/> Proof of immunization records in English
<input type="checkbox"/> Student transcript (report card) in English	<input type="checkbox"/> Student transcript (report card) in English
<input type="checkbox"/> Study Permit issued by Immigration	<input type="checkbox"/> Landing Papers (Parents & Student) issued by Immigration
<input type="checkbox"/> Notarized Custodian <a href="#">agreement</a> (if applicable)	<input type="checkbox"/> Notarized Custodian <a href="#">agreement</a> (if applicable)
<input type="checkbox"/> Proof of Medical Insurance	<input type="checkbox"/> Parent Letter of Attendance at University or College (if applicable). If parent is on a Study Permit, a letter of attendance will be required from the University or College once the parent begins classes.
<input type="checkbox"/> Tuition fee in Canadian Dollars	
<b style="color: blue;">TUITION FEE</b> \$15,100 for September 2020 to June 2021 may be made in two installments of \$7550.00 in August 2020 and January 2021	<b style="color: blue;">PLEASE NOTE</b> If you require a Letter of Acceptance for your country, you must submit the registration form ( <i>complete as much as possible</i> ) and a non-refundable fee of \$250 (Canadian Dollars). See payment information below.

**PLEASE MAKE AN APPOINTMENT WITH [Lynn.MacDonald@nbed.nb.ca](mailto:Lynn.MacDonald@nbed.nb.ca) TO FINALIZE REGISTRATION WHEN YOU ARRIVE IN NEW BRUNSWICK!**

You may email pre-registration form to: [Lynn.MacDonald@nbed.nb.ca](mailto:Lynn.MacDonald@nbed.nb.ca)

**OR**  
 postal mail the pre-registration form and registration fee (if applicable) to:

**Lynn MacDonald**  
 Newcomer & International Student Coordinator  
 Anglophone South School District  
 490 Woodward Avenue  
 Saint John, NB, Canada, E2K 5N3

**PAYMENT INFORMATION**

Make cheque or bank draft payable to:  
**MINISTER OF FINANCE**

**MAIL OR DELIVER CHEQUE TO:**  
**Lynn MacDonald**  
 Newcomer & International Student Coordinator  
 Anglophone South School District  
 490 Woodward Avenue  
 Saint John, NB, Canada, E2K 5N3

**PLEASE NOTE: We do not accept credit cards or electronic transfers**