

<b>School Year</b> ____ / ____	<b>STUDENT'S FILE REGISTRATION</b>	<b>Recent Photo of a student</b>
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Please fill in this form and send it with all the documents mentioned in pages 4 & 5 of this same file to [admin@academieprovidence.ca](mailto:admin@academieprovidence.ca)  
After December 31 registration will be accepted on availability.

<b>1. Student's Information</b>			
<b>Family name</b>		<b>First name</b>	
		<b>Sex</b>	F <input type="checkbox"/> M <input type="checkbox"/>
<b>Date of birth</b> day/month/year		<b>Place of Birth</b> (City / Country)	
<b>Country of Origin</b>		<b>Nationality</b>	
		<b>Confession</b>	
<b>Languages spoken at home</b>	French <input type="checkbox"/>	English <input type="checkbox"/>	Other :
<b>Level required for the school year 2019-2020</b>	MS 4 years <input type="checkbox"/> GS 5 years <input type="checkbox"/> CP-1e <input type="checkbox"/> ; CE1- 2e <input type="checkbox"/> ; CE2-3e <input type="checkbox"/> ; CM1- 4e <input type="checkbox"/> ; CM2 – 5e <input type="checkbox"/> ; 6e <input type="checkbox"/> ; 7e <input type="checkbox"/> ; 8e <input type="checkbox"/>		
<p><b>Note: As of September 2016, the TPS and PS (2:30 and 3 years old) will be admitted to the Providence Educational Center (Building Annex to the Providence Academy). Registration will begin on January 2th on a first-come first-serve basis.</b></p> <p>For more information, please contact us at 613-744-0010, or refer to the site web of the <b>Centre Éducatif Providence Sœurs Antonines: <a href="http://www.ceprovidence.ca">www.ceprovidence.ca</a></b></p>			

Previously Attended Day Care or School	Phone	School year	Level
		20____ /20____	
		20____ /20____	
		20____ /20____	

## 2. Siblings

First Name	Sex	Date of Birth (Day/Month/Year)	School attended	Level

## 3. Parents' information

	Father	Mother
Family name		
First Name		
Nationality		
Country of Origin		
Confession (Religion)		
Profession (Work)		
Employer		
Work Phone		
Cellphone		
E-mail		
Language spoken	<input type="checkbox"/> French <input type="checkbox"/> English <input type="checkbox"/> Other : _____	<input type="checkbox"/> French <input type="checkbox"/> English <input type="checkbox"/> Other : _____

## 4. Address

Street		City		Province	
Postal Code		Home Phone			

## 5. Coice of Providence Academy

How did you know about the Providence Academy ?	<input type="checkbox"/> Internet	<input type="checkbox"/> Friends
	<input type="checkbox"/> Facebook	<input type="checkbox"/> Other :

### Providence Academy Antonine Sisters

998 Frances Street, Ottawa, Ontario K1K 3L5 Tél : (613) 744 8489 / Fax : (613) 744 6762  
[www.academieprovidence.ca](http://www.academieprovidence.ca) / E-mail: [admin@academieprovidence.ca](mailto:admin@academieprovidence.ca)

## 6. Medical information about the student Person to call in case of emergency

Is your child allergic?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, precise :	
Does your child have medical problem ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, precise :	
Health insurance number :			
Name of the Family Doctor		Phone	
Person to call in case of emergency		Cell Phone	

## 7. Choice of a third language starting in Grade 1

The curriculum is trilingual: French and English are taught as a first language and an International Language as a second language: Arabic should start in MS, Spanish or Mandarin starting in CP (Grade 1) for the non-speaking Arabic students.

For the students whose first language is not Arabic, please check the box corresponding to your choice:  
 Arabic language  ; Spanish language  ; Mandarin

## 8. Authorization

I approve _____ <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Guardian	
<input type="checkbox"/> authorize <input type="checkbox"/> Don't authorize	Display of my Child's photos taken during school activities on the Internet of the school.
<input type="checkbox"/> authorize <input type="checkbox"/> Don't authorize	Display of my Child's photos taken during school activities on Facebook of the school.
<input type="checkbox"/> authorize <input type="checkbox"/> Don't authorize	Share my phone number with the Parents' Committee of the Providence Academy.
<input type="checkbox"/> authorize <input type="checkbox"/> Don't authorize	Share my phone number with the parents of my child's classmates' parents.
<input type="checkbox"/> authorize <input type="checkbox"/> Don't authorize	My child can participate in the school educational and cultural field trips during the school year by the transportation provided by the school
<input type="checkbox"/> authorize <input type="checkbox"/> Don't authorize	In case of emergency and in case it is unable to obtain my consent, a school representative can call my family doctor or call the emergency, if necessary, to transport my child to the hospital or another medical center.

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**9. Annual Optional Services** - Please check the box corresponding to your choice  
(September 30<sup>th</sup> is the deadline for any change)

**A) Daycare before and after school and Hot Meal**

Daycare and supervised studies	A.M. (7h30)	P.M. (15h30-17h30)	Hot Meal
Monday – Thursday			
Fridays			

**B) Extracurricular activities- Please check the box corresponding to your choice**

1 time a week p.m. from 2d week of Sept. until May 31 (Time & schedule will be set)					
1. Piano From JK	2. Classical Dance From JK	3. Gymnastic JK & SK	4. Visual Arts From Gr.1	5. Folkloric Dance From JK	6. Lego & Robotic From Gr.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 time a week p.m. from 2d week of Sept. until May 31 (Time & schedule will be set)						
7. Choir From Gr.1	8. Karate From Gr.1	9. Guitar From Gr.1	10. Violin From SK	11. Chess game From Gr.1	12. Spanish From Gr.1	13. Mandarin From Gr.31
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**10. Documents to submit with the registration file**

1	<input type="checkbox"/>	Photocopy of the Birth Certificate.
2	<input type="checkbox"/>	Photocopy of the Health Insurance Card for Canadian student
3	<input type="checkbox"/>	Insurance for foreign student.
4	<input type="checkbox"/>	Vaccination proof for foreign student.
5	<input type="checkbox"/>	Photocopy of the Report Card of the last years (KG1 & KG2)
6	<input type="checkbox"/>	Photocopy of the Report Card of the last two Academic years.(Primary and up)

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## 11. Payable at the First registration fees

- **Opening File fees:** A non-refundable amount of \$300 per new child is payable upon registration. This amount covers the file opening fee, the registration formalities, and the entrance exam or interview.
- **Registration fees:** An amount of \$1000 per new family is payable upon registration. This amount is payable only once. It is non-deductible and non-refundable.
- **A deposit** of \$1000 per child is due no later than January 31, 2023, and will be deducted from the annual 2023-2024 tuition fees. This non-refundable amount reserves a place at the Providence Academy for the School Year 2023-2024.

### Methods of payment

1. Online via PlastiQ: <https://request.plastiq.com/pay-academie-providence> (fees apply)
2. Interac e-Transfer (without fees). Security question: **Academie** Answer: **Providence**  
E-mail: [admin@academieprovidence.ca](mailto:admin@academieprovidence.ca)

## 12. Engagement

I approve \_\_\_\_\_  Mother  Father  Gardian  
during the school year, I will respect :

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | the rules, codes of conduct and the school calendar of the Academie Providence as well as the rules and codes of conduct issued during the school year for my child's convenient         |
| <input type="checkbox"/> | the school obligations, terms and deadlines of registration payment and tuition fees after signing the registration form of my child.  |
| <input type="checkbox"/> | the requirements of the service of "Public Health – Ottawa" under the Act of Immunization of the Children, every child must have an immunization file updated in order to attend school. |

Signataire (Name & last name)	Signature	Date

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**SUBMIT FORM**