

SUMMER SCHOOL REGISTRATION FORM 2023

SUMMER SCHOOL ALEXANDER ACADEMY	Monday, July 3 – July 28, 2022
Morning class: 8:30am – 12:30pm	Afternoon class: 1:15pm – 5:15pm

First Name	Last Name
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REGISTRATION CHECKLIST	COURSE SELECTION: <small>Note: Courses only run if there is enough student interest, and teacher availability.</small>															
<p>Step 1</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Registration Form <p>For students not studying at Alexander Academy:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of most recent report card <input type="checkbox"/> Copy of birth certificate or passport <input type="checkbox"/> Copy of study permit (for international students) <input type="checkbox"/> Proof of active medical insurance <p>Step 2 (Students not currently studying at Alexander Academy) Submit completed registration package by email to admissions@alexanderacademy.ca . Summer school fees can be paid at the Finance Office (204), or you can request online payment through the Admissions Officer. Please retain Receipt of Payment.</p> <p>Course Fees: \$100 – Application fee (waived for Alexander Academy students) \$1800 – Tuition fee for international students (OR) \$1200 – Tuition fee for domestic students (Canadians / permanent residents)</p> <p>Step 3 (Alexander Academy Students) Go to the Student Services Office 205 and submit the Registration Form and Receipt of Payment to Ms. Guan.</p>	<p style="text-align: center;">Class time (morning or afternoon) will be determined and announced at a later date once the schedule is finalized.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="padding: 5px; text-align: center;">Foundations of Math & Precalculus 10</td> <td style="padding: 5px; text-align: center;">Composition 10 & Literary Studies 10</td> <td style="padding: 5px; text-align: center;">Science 10</td> </tr> <tr> <td style="padding: 5px; text-align: center;">Foundations of Math 11</td> <td style="padding: 5px; text-align: center;">Composition 11</td> <td style="padding: 5px; text-align: center;">Chemistry 11</td> </tr> <tr> <td style="padding: 5px; text-align: center;">Pre-calculus 11</td> <td style="padding: 5px; text-align: center;">Social Studies 10</td> <td style="padding: 5px; text-align: center;">Life Sciences 11</td> </tr> <tr> <td style="padding: 5px; text-align: center;">Pre-calculus 12</td> <td style="padding: 5px; text-align: center;">Career Life Education</td> <td style="padding: 5px; text-align: center;">Economic Theory 12</td> </tr> <tr> <td style="padding: 5px; text-align: center;">Transitional English</td> <td style="padding: 5px; text-align: center;">Physical Health Education 10</td> <td style="padding: 5px; text-align: center;">Contemporary Indigenous Studies 12</td> </tr> </table>	Foundations of Math & Precalculus 10	Composition 10 & Literary Studies 10	Science 10	Foundations of Math 11	Composition 11	Chemistry 11	Pre-calculus 11	Social Studies 10	Life Sciences 11	Pre-calculus 12	Career Life Education	Economic Theory 12	Transitional English	Physical Health Education 10	Contemporary Indigenous Studies 12
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COURSES REQUESTED	
Course Request #1:	Back up choice #1:
Course Request #2:	Back up choice #2:
Note: Each course is 4 hours per day, so taking 2 courses would mean attending class for 8 hours per day, and you would pay 2 course fees.	

If you are not currently attending Alexander Academy, continue with **page 2** of this form.

If you are currently attending **Alexander Academy**, proceed to **page 3** directly.

STUDENT INFORMATION		
First & Middle Names	Last Name (family name)	Nickname, if applicable
Date of Birth (YYYY/MM/DD)	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Country of Citizenship
Student's Email	Student's Telephone Number	Personal Education Number (PEN)
Mailing Address (& apartment #)	City	Postal Code

LANGUAGE REQUIREMENT
All international students will be required to demonstrate language proficiency through previous academic achievement. What is the most recent English class that you have passed? _____.
Note: Students who are not currently studying at Alexander Academy will need to submit their most recent report card.

FULL-TIME SCHOOL INFORMATION		
School Name	City	Last Grade attended

FAMILY INFORMATION AND EMERGENCY CONTACT		
<input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____		
First Name	Last Name (family name)	Home phone
Parent / guardian email (required)		Parent / guardian cell phone
2 nd Emergency Contact		
First Name	Last Name (family name)	Phone #1
Relationship to student		Phone #2

MEDICAL INFORMATION	
Insurance coverage policy number:	Allergies or medications: <input type="checkbox"/> No <input type="checkbox"/> Yes Please specify: _____
Insurance expiry date:	
<p>I/we the parents / guardian give consent to administer any medical treatment deemed necessary by a licensed physician and the transfer of my child to any hospital reasonably accessible. I understand and agree that Alexander Academy does not assume responsibility for any injury or damage which might arise out of or in connection with such authorized emergency medical treatment.</p>	
Signature of parent / guardian: _____ Date: _____	

ATTENDANCE POLICY

Students are required to attend classes every day and are required to complete all assignments. Students who are absent more than 3 days will NOT BE PERMITTED to continue taking the course AND will be withdrawn from the course without a refund of fees. For students who are late for 20 minutes or more for 3 times, this will count as 1 absence.

I understand the attendance policy and agree to arrive on time to class each day.

Signature of student: _____ Date: _____

Signature of parent/guardian: _____ Date: _____

REFUND POLICY

Keep your Receipt of Payment in order to get your money refunded if your requested Summer School course gets canceled, or you decide not to take a Summer School course. Students can get a full refund before July 3rd, 2023. After Summer School courses start on July 3rd, only partial refunds will be available until July 7th (per day rate divided by 20 days), minus a \$100 administrative fee. There are no refunds after July 7th, or if a student is expelled from Summer School.

I fully understand the refund policy.

Signature of student: _____ Date: _____

Signature of parent/guardian: _____ Date: _____

CODE OF CONDUCT

Alexander Academy has pride in its school, students, faculty, and staff. Our goal is to provide a safe and nurturing learning environment for all members of the school community. We expect our students and parents to demonstrate care and respect for the safety and well-being of others, and to maintain integrity in their studies. This includes adherence to the full Code of Conduct as well as standards of academic honesty. In serious and/or persistent cases of misconduct, the Academy reserves the right to remove a student from classes and/or require that a student withdraw, at any time during the course, without eligibility for a refund of tuition fees.

I understand and support the Academy's standards of academic honesty and respect for the well-being of all other members of the school community.

Signature of student: _____ Date: _____

Signature of parent/guardian: _____ Date: _____