

Legal last name: \_\_\_\_\_ TDSB Student Number # (if available): \_\_\_\_\_  
 Legal first name: \_\_\_\_\_ OEN # (if available): \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_ Country of Birth: \_\_\_\_\_  
yyyy-mm-dd  
 Province/Territory of Birth (if Canada): \_\_\_\_\_ Citizen of: \_\_\_\_\_

ORIGINAL documentation must be presented and reviewed. Do not photocopy or retain any documents for Section 1, 2 and 3.

## 1. Proof of Age

1 document required – refer to **Appendix A of TDSB Procedure PR518 - Admission Eligibility Requirements (“PR518”)**

- |                                                                                     |                                                                                      |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> Birth Certificate from Ontario/other province or territory | <input type="checkbox"/> Refugee Claimant Documentation                              |
| <input type="checkbox"/> Canadian Passport/Citizenship Card                         | <input type="checkbox"/> Permanent Resident Card/Confirmation of Permanent Residence |
| <input type="checkbox"/> Baptismal Record                                           |                                                                                      |
| <input type="checkbox"/> Other (Please Specify): _____                              |                                                                                      |

## 2. Proof of Address (School Boundary Requirements)

1 document required from each category – refer to **Appendix C of TDSB Procedure PR518 - Admission Eligibility Requirements (“PR518”)**

### **Check one from Category A**

- Property Tax Bill / MPAC Notice of Assessment
- Current mortgage statement, Rental / Lease Agreement, or deed
- Agreement of Purchase and Sale, including proof of purchase provided before the pupil attends the school

### **Check one from Category B**

- CRA Income Tax Assessment (Most recent)
- Utility Bill/e-Bill (water, hydro, gas, home phone/cable/internet, home/tenant/auto insurance)
- Recent correspondence from a municipal, provincial or federal government agency
- Other\*: \_\_\_\_\_

\*Other document must be listed as acceptable under Appendix C of PR518. Driver’s License, Health Card, Credit Card statement and cell phone bill are not accepted.

### 3. Proof of Canadian Citizenship or Eligible Immigration Status in Canada

Each student will fall under **only one** of the categories listed below. Check off the document presented and reviewed. Refer to **Appendix D, PR518** for a full list of accepted documents. This section also confirms date of entry into Canada for English as a Second Language funding for **students that arrived from a non-English speaking country in the past four years**. Date of entry is the date that the student entered Canada to live, not a previous visit/vacation. Check off the document presented and enter the date on the document.

#### Canadian Citizens

- Birth Certificate  Canadian Citizenship Card or Certificate  
 Valid Canadian Passport  Other: \_\_\_\_\_

#### Permanent Residents / Landed Immigrants

Original date of first entry to live in Canada: \_\_\_\_\_

- Confirmation of Permanent Residence Date of Permanent Residency: \_\_\_\_\_  
 Permanent Resident Card Date of Permanent Residency: \_\_\_\_\_  
 Permanent Resident Stage One Approval Letter Date of letter: \_\_\_\_\_  
 Permanent Resident Status Pending \_\_\_\_\_  
 Other: \_\_\_\_\_

(Note: If a pupil has just started the process of applying for permanent residency, they must be referred to the Admissions Office)

#### Other Immigration Status

Original date of first entry to live in Canada: \_\_\_\_\_

- Documentation confirming refugee status, refugee claim, application for refugee protection  
 Consideration of Eligibility (Convention Refugee)

Date of Entry (stamped on document): \_\_\_\_\_

- Refugee Claimant Status Pending Date of Entry (stamped on document): \_\_\_\_\_  
 Parent on Work Permit Work Permit Expiry Date: \_\_\_\_\_  
 Authorization under *the Immigration and Refugee* Authorization Expiry Date: \_\_\_\_\_

*Protection Act* (Canada) to study in Canada as a full-time student at a university, college or institution in Ontario

#### Other Status Confirmed with an SA001 Admission Letter from the International Students and Admission Office

Students in this category must present a TDSB School Admission Letter from the International Students and Admissions Office (retain SA001 Admission Letter in the OSR).

Student's 4-digit NFP (non-fee paying) # as listed on Admission Letter: \_\_\_\_\_

Expiry Date of Admission Letter: \_\_\_\_\_

- Diplomat Worker  Canadian Forces permit  
 Parent on study permit  Parent on religious work  
 Other (only if written on the Admission Letter)

#### 4. Guardianship or Custody Documents (If Not Applicable, Proceed to Section 5)

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Is there a legal document that sets out decision making responsibility (formerly custody) and parenting time (formerly access) to the student?

- Yes (complete this section and retain documentation in OSR)
- No / Not Applicable (proceed to Section 5)

If there is a guardianship or custody agreement, the student should fall under one of the categories listed below. **Refer to Appendix B, PR518 for more information.** If you encounter a situation that does not fall into one of the categories below, or if you are unsure or have any questions, please call the International Students and Admissions Office to confirm the student's eligibility: 416-395-8120.

1.  Student is under 18 and living with a guardian who is their immediate family (parent, grandparent, brother, sister or aunt/uncle related by blood) and that guardian resides in the school's boundary. Check this box if this applies, and that a written agreement (i.e. guardianship agreement) stating that the guardian is assuming full responsibility for the student's care, well-being, and education is provided. A copy of that agreement must be retained in the OSR.
2.  Student is under 18 and living with a custodial parent. Indicate agreement presented and retain copy in OSR:
  - Court Order
  - Separation Agreement signed by the parents
  - Other (Specify): \_\_\_\_\_
3.  Student in the care of one of the following agencies (must present official letter and retain copy in the OSR)
  - Children's Aid Society
  - Catholic Children's Aid Society
  - Jewish Family and Child Services
  - Native Child and Family Services
  - Other (Specify): \_\_\_\_\_

## 5. Signature: School Administration

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I verify that I have seen all of the documents listed above personally. I have ensured that all information on the attestation form is complete and accurate to the best of my knowledge.

School Administrator Signature: \_\_\_\_\_  
Print name Signature Date

This form and the information contained within it will be maintained in the Ontario Student Record.

### **Notice of Collection and Use of Personal Information**

Personal information on this form is collected under the authority of sections 58.5(1), 169-173, Part II (School Attendance) of the *Education Act*, R.S.O. 1990, c.E.2 ("*Education Act*") and Regulation 298: Operation of Schools – General under *Education Act* and will be used by Toronto District School Board ("TDSB") for school registrations, to establish and maintain Ontario student records and for administrative, statistical and reporting to the Ministry of Education requirements and purposes. The information is retained in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M. 56 and will only be disclosed to authorized TDSB, school and Ministry of Education staff in order to administer the above purposes. Questions regarding this collection should be directed to your local principal or TDSB International Students and Admissions Office at 5050 Yonge Street, Toronto, or by email at [admissions@tdsb.on.ca](mailto:admissions@tdsb.on.ca).