



VANCOUVER BOARD OF EDUCATION
LATE CROSS BOUNDARY APPLICATION

OFFICE USE ONLY
 Date application is received
 at requested school:

 DAY / MONTH / YEAR & TIME

This form is to be used for late Cross Boundary Applications only. Requests for transfer to the regular English program at a non-catchment school received after the last Friday in February and by the second Friday in June are considered to be late Cross Boundary Applications.

Instructions

1. Read the district policy regarding the cross boundary late transfer application process on the back of this application form
2. Complete a separate cross boundary late transfer application form for each requested school.
3. Applications will be accepted at requested schools beginning the first Monday in March.
4. The cross boundary late transfer application deadline is the second Friday in June.

ENROLLMENT PRIORITIES FOR LATE CROSS BOUNDARY APPLICANTS

Subject to the availability of physical space, resources, staffing and/or educational programs available or planned as defined by the district.

- 1st Siblings of continuing non-catchment students who will be concurrently attending the regular program at the same school.
- 2nd Non-catchment students enrolled in on-site daycare or whose childcare needs are provided within the school catchment (priority applies to K-7 only).
- 3rd Non-catchment students.
- 4th Non-district students.

Sibling Information

Does the cross boundary late transfer applicant have a sibling who will be concurrently attending the regular program at the same school?

Last Name: _____ First Name: _____ Birthdate: _____
DAY MONTH YEAR
 YES NO If yes provide the name and birthdate of the sibling

Background Information

School Requested: _____ For Grade: _____
 Current School: _____ Grade: _____ Catchment School (if Different): _____
 Student's Legal Last Name: _____
 Student's Legal Given Name(s): _____
 Birthdate: _____ Gender: MALE FEMALE Student #: _____ or PEN: _____
DAY MONTH YEAR
 Student's Primary Place of Residence: _____
APT NUMBER STREET CITY POSTAL CODE
 Telephone (Res): _____ (Parent/Guardian Cell Phone): _____
 Parent/Guardian e-mail: _____

I certify that all of the above information is true and correct as of the date of application.

Signature of Parent/Guardian: _____ Date: _____

Parent/Guardian Name (please print): _____

FOR OFFICE USE ONLY:

The request to attend _____ School has been accepted has not been accepted
 has been placed on the late cross boundary waitlist (expires Sept. 30th)

Signature of Principal: _____ Date: _____

DISTRIBUTION KEY:
 Green: Parent/Guardian Pink: Requested School
 Yellow: Current School Gold: Neighbourhood School

PLEASE NOTE:
 IF ACCEPTED, A COPY OF THIS FORM SHOULD BE KEPT
 ON FILE UNTIL THE STUDENT LEAVES THE SCHOOL.

LATE CROSS BOUNDARY APPLICATIONS

Group 3 Students

Requests for transfer to a non-catchment school received after the last Friday in February and by the second Friday in June are considered to be late cross boundary applications.

District students making a late cross boundary application must first be registered at their catchment school to be considered in the late cross boundary process.

Group 3 Students – Enrollment Priorities for Late Cross Boundary Applicants

The priorities for enrollment of Cross Boundary Applicants are set out in the table below, subject to the rules that follow the table.

	Student Category	Student Description
3.1	Sibling of a Continuing Non-Catchment Student	The sibling of a continuing non-catchment student who will be attending the school concurrently
3.2	Non-Catchment Student - Daycare	A student of school age who is resident in the school district and who is enrolled in on-site daycare or whose child-care needs are provided within the catchment (applies to K-7 only)
3.3	Non-Catchment Student	A student of school age who is resident in the school district and not resident in the catchment area of the school
3.4	Non-District Student	A BC resident who does not reside in Vancouver

7.1 Late Cross Boundary Application Process

Group 1 and 2 students have enrollment priority over students making late cross boundary applications.

7.2 School Wait-List

Late cross boundary transfer applications will be date and time stamped when received by the requested school. Each school will maintain an ordered wait list of late cross boundary applicants until Sept 30 of the next school year.

When appropriate space in a school becomes available waitlisted students may be offered enrollment at the requested school.