



### Multicultural Liaison Workers (MCLW)

Our Multicultural Liaison Workers act as liaisons among school, family, and the community, and help school staff understand the concerns and needs of each cultural/linguistic community. The MCLW team provides assistance in the following languages: Chinese (Cantonese & Mandarin), Filipino, Hindi, Punjabi, Korean, Spanish and Vietnamese.

Website:

[www.vsb.bc.ca/site/nwc/support-services/mclw](http://www.vsb.bc.ca/site/nwc/support-services/mclw)



### Settlement Workers in Schools (SWIS)

Our SWIS team is committed to providing professional settlement services to immigrants, refugees, eligible students and families by embracing diversity, advocating empowerment and facilitating engagement in schools and Canadian society. SWIS service is available in the following languages: Arabic, Chinese (Cantonese & Mandarin), Farsi, Filipino, French, Korean, Punjabi/Hindi, Spanish, Russian, and Vietnamese.

Website:

[www.vsb.bc.ca/site/nwc/support-services/swis](http://www.vsb.bc.ca/site/nwc/support-services/swis)

### ONLINE REGISTRATION

For a complete package of student application forms, required documents, and any other registration information, please visit our site:

[www.vsb.bc.ca/site/nwc](http://www.vsb.bc.ca/site/nwc)

- Online registration is only available for **family, when both a parent and the child are currently residing in Vancouver, BC.**
- Once you have submitted your student application, our registrar will contact you to set up an appointment for you to bring your child and all original documents to our Centre to complete your registration.

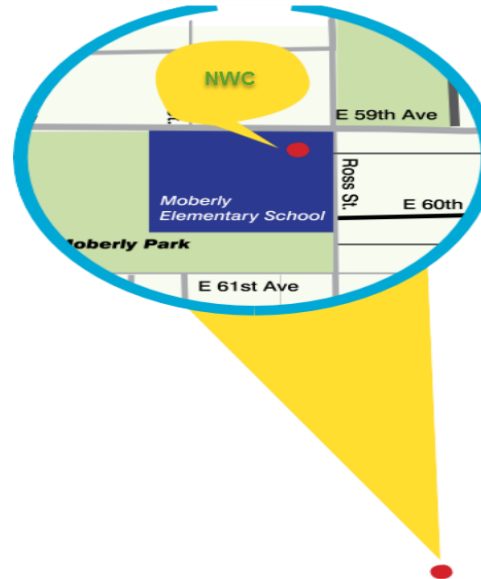
### OFFICE HOURS

8:00 am to 4:00 Pm

Monday to Friday

**(We will NOT accept walk-in without an appointment)**

We are closed on weekends, statutory holidays, and school closure dates.



### REGISTERING YOUR CHILD IN VANCOUVER PUBLIC SCHOOLS

Are you new to Canada?

Were your children born outside of Canada?

Do you usually speak a language at home different than English?

**YOU COME TO US FIRST!**



We are located in the east-wing of  
**Moberly Elementary School**  
1000 East 59th Avenue Vancouver, BC  
V5X 1Y7

Website:

[www.vsb.bc.ca/site/nwc](http://www.vsb.bc.ca/site/nwc)

Tel: (604) 713-5999

## ELEMENTARY AND SECONDARY STUDENT REGISTRATION



### Children start Kindergarten the year they turn 5 years old

Families can register their child(ren) for Kindergarten if the student will reach the age of five years on or before December 31 of the calendar year.

### Students enter Grade 8 the year they turn 13 years old

Students usually enter Secondary school in September of the calendar year in which they are 13 years of age.

## VANCOUVER PUBLIC SCHOOL

Elementary schools are generally K to Grade 7  
Elementary annexes have K to Grades 3 or 4  
Secondary schools generally serve Grades 8 to 12

### Please visit [www.vsb.bc.ca/schools](http://www.vsb.bc.ca/schools)

For schools are in your neighbourhood.



## SCHOOL REGULAR SESSION September to June

### Who should register at NWC?

- ALL students (K-12) NOT BORN in Canada.
- ALL students (1-12) BORN in Canada but who DO NOT speak English as their home language.
- Parent/legal guardian is neither Canadian nor Permanent Resident.

### Who should register directly at neighbourhood schools?

- ALL students (K-12) BORN in Canada who speak English as their home language.
- ALL Kindergarten Students BORN in Canada, regardless of language spoken at home.

## SCHOOL SUMMER SESSION July & August

Please check our **website: [www.vsb.bc.ca/](http://www.vsb.bc.ca/)** for all other choices and summer programs.

## INTERNATIONAL EDUCATION PROGRAM

For our International Education Program, please visit our main office located at 1580 West Broadway, Vancouver , B.C.

**Telephone number: 604-713-4534**

**Website: [intered.vsb.bc.ca](http://intered.vsb.bc.ca)**



## WHAT DOES THE PARENT NEED TO SUBMIT FOR REGISTRATION?

A parent/legal guardian and child must be in Vancouver. For documents which are not in English/French, please have them translated in English by a certified translator.

### 1. Proof of address in the City of Vancouver:

- A current property tax statement or purchase agreement with subject removal and deposit receipt.
- A current long term rental/lease agreement. If NOT CURRENT, please submit additional current bills.

*Note: Schools experiencing enrollment pressure will request additional identification as proof of residency.*

### 2. Original child's Birth Certificate [English translated version and ideally showing parent's names]

### 3. Proof of Status in Canada: [both parents and child]

- Confirmation of Permanent Residence Document and Passport(s) or Permanent Residence Card(s) if available.
- Work Permit and Passport(s)--with parent's [min. one year ] current employment letter.
- Study Permit and Passport(s)--with parent's program admission letter and payment receipt.
- Refugee Claimant Document.
- Diplomatic Card or Passport(s).
- Canadian Passport or Citizenship Certificate.
- Aboriginal Status Identification Card.
- Any other relevant immigration document.

### 4. School Report Cards (in English or French)

- Elementary - Most recent year of report card.
- Secondary - All report cards from Grade 7 (age 13 to present).
- Any Individual Education Plan [IEP], Psycho-Education Reports, or Medical Report.

### 5. Child's Immunization Records (No need to

translate). If available, please submit any other important health information.

### 6. Relevant Guardianship Documentation (In English or French) A Court Order (Divorce/Separation) or a Parent Consent Letter from the second parent who currently does not reside with the student.