

Académie Ste Cécile International School

925 Cousineau Road, Windsor, Ontario Canada N9G 1V8
phone (519) 969-1291 / FAX (519) 969-7953 e-mail info@stececcile.ca

Student Name: _____

1.0 PARENTAL CONSENT AND ENROLMENT AGREEMENT

- ◆ **Custodial parents (and/or guardian(s) must consent and agree by means of their signed initials where indicated.**
- 1.1 I/We agree to enroll my/our child at Académie Ste. Cécile International School ("ASCIS") and I/we understand that when my/our child attends ASCIS' High School, he/she will automatically be following courses which are pre-requisites for the Ontario Secondary School Diploma (OSSD.) In addition, I/we understand that since ASCIS is affiliated with the International Baccalaureate Organization and thus since ASCIS is authorized to teach students at IB levels and to prepare them for IB examinations, my/our child may wish to apply to ASCIS' administration to follow the IB programme in addition to his/her regular OSSD course load. I/we understand that if ASCIS allows my/our child admission into the IB programme, my/our child will be expected to do the extra work needed for successful completion of IB requirements. I/we understand that I/we are responsible for the cost of IB examinations.
- 1.2 I/We understand that if I/we withdraw my/our child from ASCIS prior to the end of a school year, I/we shall remain jointly and severally responsible for the full tuition payment of the complete year ; **and**
- 1.3 **I/We further understand that in all circumstances, any and all fees paid to ASCIS are non-refundable except for credit balances in my/our Contingency Fund.**

Mother's Initials

Father's Initials

Guardian's Initials

2.0 Activities

- 2.1 I/We hereby grant permission to my/our child and to ASCIS' staff to allow my/our child to attend and participate in any Cultural Integration Day and/or excursion and/or field trip and/or event and/or performance as organized by ASCIS' staff and which may include walking and/or travelling by motorized vehicle (i.e. either by ASCIS' school bus, by rental bus or in a parent's or teacher's vehicle) within Canada and/or Michigan; **and**
- 2.2 I/We understand that during these activities, students will be properly supervised and that reasonable safety precautions will be taken; **and**
- 2.3 **I/We understand that I/we remain solely responsible to procure and to pay for any and all health insurance coverage (including out of province and out of country health insurance coverage) for my/our child ; and**
- 2.4 I/We grant permission to allow my/our child to visit friends and to stay overnight with them providing that ASCIS has given permission to my/our child to do so.

Mother's Initials

Father's Initials

Guardian's Initials

3.0 Academic Responsibility and Behaviour

- 3.1 **I/We understand that students must fulfill all assignments and complete all homework promptly.** Thus, I/we agree that should my/our child participate in extra curricular activities (e.g., sports, activity clubs, etc.) and/or should my/our child be absent from school for any reason whatsoever, my/our child shall remain responsible for adherence to ASCIS' policy for homework and assignments; **and**
- 3.2 I/We understand that in the matter of a disciplinary concern between teacher and/or the administration and my/our child and when ASCIS deems it necessary to notify me/us about this matter, I/we agree to give my/our immediate attention and resolution to the matter as required in a way that is mutually satisfying to all involved and I/we agree to be responsible to pay for all costs incurred in this process; **and**
- 3.3 I/We understand that regardless of the student's academic achievement, a persistently non-studious and/or non-cooperative student or a student who seriously breaches ASCIS' code of conduct and whose parents have been duly informed may be given notice of termination. I/We understand that Académie Ste. Cécile International School and/or its associates which manage ASCIS reserve(s) the right, notwithstanding the payment of any registration fee, the payment of tuition or the acceptance of postdated cheques for tuition, to terminate a child's enrollment should the necessity to do so arise and I/we agree to be responsible to pay for all costs incurred in this process. I/we further understand that upon such notice of termination, **any tuition fees paid in advance to ASCIS remain non-refundable and any outstanding tuition fees for the year remain owing.**

Mother's Initials

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Guardian's Initials

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10.0 STUDENT ALLOWANCE

- 10.1 I/We agree that I/we shall be responsible for determining and then providing my/our child with sufficient funds for him/her to use as spending money for his/her personal needs (including transportation not provided by ASCIS);
and
- 10.2 I/we authorize ASCIS to open an account at a local bank on behalf of my/our child.

Mother's Initials

Father's Initials

Guardian's Initials

11.0 PARTIAL INVALIDITY:

- 11.1 In the event that any provision of this document shall be held to be invalid, I/we agree that the same shall not affect in any respect whatsoever the validity of the remainder of this document.

12.0 ACKNOWLEDGEMENT:

- 12.1 I/We understand that in all circumstances which involve the attendance of my/our child at ASCIS and/or the care of my/our child by ASCIS' delegates, Académie Ste. Cécile International School and/or its principals and/or its officers and/or its associates and/or its staff :
- (a) are authorized to be the locus parent and the legal guardian of my/our child; **and**
 - (b) are thus authorized to supervise my/our child and to make decisions for the well-being and safety of my/our child and/or the school; and
 - (c) are also authorized to inspect my/our child's rooms and any of my/our child's belongings (including baggage and parcels) and to remove(whenever necessary) without cost to ASCIS any belongings which may hinder the well-being and/or safety of my/our child and/or the school ; **and**
 - (d) are responsible only for any negligence of itself/their selves, its employees, servants or agents and consequently assume no responsibility for any damages, losses or costs unless caused by such negligence.
- 12.2 I/We do hereby agree on my/our behalf and on behalf of my/our child to abide by ASCIS' policies and rules as currently outlined and as amended when necessary during the duration of my/our child's attendance at ASCIS.
- 12.3 I/We do hereby further agree that all documents and agreements made with ASCIS, until replaced by newer ones and resigned and resubmitted to ASCIS, shall otherwise remain in effect for the duration of my child's attendance at ASCIS
- 12.4 I/We affirm that the information provided herein is correct and true.
- 12.5 I/we acknowledge that throughout this document, the initials refer to my/our full names as printed and signed hereunder:

Printed name of Mother

Signature of Mother

Printed name of Father

Signature of Father

Printed name of Guardian

Signature of Guardian

Date

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6.0 SCHOOL PROMOTION

6.1 I/We hereby grant to ASCIS the permission to interview and/or photograph and/or film my/our child in order for the Académie to use these tapes and/or photographs and/or films for the purpose of promoting the school to prospective parents and students. I/we understand that for these purposes, there will be no cost to us or to the Académie.

Mother's Initials

Father's Initials

Guardian's Initials

7.0 FEES:

- 7.1 I/We agree that I/we are responsible for all payments and expenses for the attendance of my/our child at ASCIS during a school year (from the student's starting date until the 30th of June); **and**
- 7.2 I/We understand that school fees do not include the extended holidays: two weeks at Christmas, two weeks for Spring Break, two summer months of July and August.; **and**
- 7.3 I/We understand that if my/our child does not return to visit with us at home during these extended holiday periods, I/we shall be responsible for the payment of all extra fees required to cover the costs of tuition, supervision, room and board for my/our child during these extended holiday periods; **and**
- 7.4 I/We understand that Académie Ste. Cécile International School and/or its associates which operate Académie Ste. Cécile International School reserve the right, notwithstanding the payment of any registration fee, the payment of tuition or the acceptance of postdated cheques for tuition, to terminate the enrollment of a child who regardless of his/her academic achievement, is persistently non-studious and/or non-cooperative and/or who seriously breaches ASCIS' code of conduct. In this instance, the Académie, having discussed the matter with staff and parents, shall make a decision and this decision shall be final; **and**
- 7.5 **I/We understand that any and all fees made payable to ASCIS are non-refundable** and I/we agree to be responsible to pay for all additional costs incurred during this process.

Mother's Initials

Father's Initials

Guardian's Initials

8.0 CONTINGENCY FEES (BOOKS AND SUPPLIES):

- 8.1 I/We understand that students shall be responsible for purchasing their own books and supplies; **and**
- 8.2 I/We understand that the monies deposited into the Contingency Fund on our behalf shall be used to pay for our child/ren's purchases at ASCIS and that statements will be sent to me/us periodically which will note credits, debits and balances; **and**
- 8.3 I/We also understand that since students may only make a purchase if there are sufficient funds available in my/our Contingency Fund (i.e. according to the recorded balance for my/our child's account), I/we may be advised to replenish the "**Contingency Fund**" when the balance on the ledger is low; **and**
- 8.4 I/We further understand that, at the end of the school year, any credit balance will be refunded to me/us.

Mother's Initials

Father's Initials

Guardian's Initials

9.0 PRIVATE MUSIC LESSONS:

- 9.1 The student wishes to take private music lessons in _____
(instrument) or **does not** wish to take private lessons during his/her attendance at ASCIS.
- 9.2 I/We understand that students must pay for their individual private music lessons and conservatory examination fees and must abide by the rules thereof.

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4.0 DECLARATION OF CREED - Parents of Students must complete either Section (A) or (B) (A) Parents of Roman Catholic Students in All Grades:

4.1 I/We do hereby agree that my/our child was baptized according to Roman Catholic Faith
on _____ (date) at _____ (Church) and
has received the Sacraments of _____ at the Church _____ in the year

_____ and must attend and follow the religious programme at ASCIS.

Mother's Initials

Father's Initials

Guardian's Initials

(B) Parents of Students other than those signing (A):

4.2 I/We understand that ASCIS is founded and based on the principles of the Roman Catholic Church and that all International students, although not expected to espouse the beliefs of the Roman Catholic Church, must attend Chapel and Church services as scheduled by ASCIS.

Mother's Initials

Father's Initials

Guardian's Initials

5.0 Health Information and Emergency Treatment

5.1 I/we declare my child to be of good health
OR
 I/we declare the following is detail of all allergies, illnesses, diseases, visual and/or auditory difficulties, emotional and/or mental and/or physical disabilities which either have affected or may affect the student's general health, his/her school work or participation in school and about which ASCIS staff should be aware: _____

5.2 During my/our child's actual attendance at ASCIS, I/we authorize ASCIS at my/our expense to assist with the health needs (including medical, dental, immunization) of my/our child as deemed necessary by ASCIS.
5.3 I/We hereby grant ASCIS' Staff permission to use the services of an ambulance and/or to hospitalize my/our child so that appropriate medical care may be given (i.e. medication and/or medical treatment) to him/her; **and**
5.4 I/We also understand and agree that Académie Ste. Cécile International School and/or its principals and/or its officers and/or its associates and/or its staff assume no responsibility for medical/dental costs and/or any other incidental costs (including drugs, vaccinations, ambulance services) and that such costs remain my/our responsibility.
5.5 I/We understand that in all circumstances which involve the attendance of my/our child at ASCIS and/or the care of my/our child by ASCIS' delegates, Académie Ste. Cécile International School and/or its principals and/or its officers and/or its associates and/or its staff is/are responsible only for any negligence of itself/their selves, its employees, servants or agents and consequently assume no responsibility for any damages, losses or costs unless caused by such negligence.
5.6 In case of a serious medical emergency, I/we understand that while the student is in attendance at ASCIS, every effort will be made to contact the undersigned parents or guardians of the student; or

5.7 Name: _____ Phone# _____ Relationship to child _____ and
For purposes of Health Insurance, the name of beneficiary is: _____. The student understands that this Plan does not cover a medical condition, known or unknown, which existed prior to the effective date of the policy, or any condition wholly or partly, directly or indirectly, related thereto. The student authorizes the Insurance Company and its signing officers as my attorneys to have access to all documentation required to complete my claim.

Signature of Applicant

Date

Mother's Initials

Father's Initials

Guardian's Initials