Documents Required To Register For School

To register a student in any school, a parent or legal guardian must provide school-age eligibility, proof of citizenship and proof of home address.

School Age Eligibility and Citizenship

A child must reach five years of age by December 31st of the school year to be eligible for enrolment. Documentation can include:

- ☑ **Child's original Birth Certificate**
- ☑ **Canadian Passport**
- ☑ **Landed Immigrant authorization**
- ☑ **Indigenous and Northern Affairs Status Card**

Parents of children who are not Canadian Citizens, Landed Immigrants, or do not have a birth certificate for their child must contact the International Student Program by calling 250.592.6871, prior to registration.

Proof of Residential Address

Every home address in the Greater Victoria School District is connected to a catchment school. Students must register at their catchment school. To determine which schools are associated with a home address, visit the ***School Locator Tool*** at ***www.sd61.bc.ca***. Type in the address and it will indicate which school the student should attend based on their residential address.

For Home Owners

Two current copies of the following documents are required:

- ☑ **Purchase agreement of home**
- ☑ **Property tax statement**
- ☑ **Home owner's insurance**
- ☑ **Notice of Assessment**
- ☑ **A purchase agreement (with subject removal and a deposit receipt if a recent purchase)**

If a homeowner can only produce one of the above, they must also produce two of the following:

- ☑ **Canadian bank or credit card statement**
- ☑ **BC vehicle registration**
- ☑ **Income tax statement**
- ☑ **Insurance documents**

For Renters

To provide proof of home address the following is required:

- ☑ **A rental agreement signed by landlord with landlords contact phone number**

In addition, two of the following are required:

- ☑ **Canadian bank or credit card statement**
- ☑ **BC vehicle registration**
- ☑ **Income tax statement**
- ☑ **Renters Insurance documents**