

CANADIAN STUDENT APPLICATION FORM



St. John's-Kilmarnock School

Admission Department

2201 Shantz Station Road, Box 179
Breslau, Ontario, Canada N0B 1M0

Tel: (519) 648-2183

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www.sjkschool.org

Applications to the School are accepted year-round although, due to maximum class sizes, applicants are encouraged to apply at least 12 months in advance to best ensure placement.

Have You Toured SJK? Yes No

APPLICANT INFORMATION

Surname _____ First Name _____ Middle Name _____

Preferred Name _____

Birthdate: Month _____ Day _____ Year _____ Female Male

Current Grade Level _____ Applying for Grade _____ Year of Entry _____

Language Spoken in Home _____

Home Address _____

Current School & Address _____

Canadian Citizen Yes No If no, country of citizenship _____

Landed Immigrant Yes No Entry year to Canada _____

Child is living with Both Parents _____ Mother _____ Father _____ Guardian _____

Please check all that apply Parents Divorced/Separated Father Deceased Mother Deceased

Financial Responsibility

Billings should be sent to Both Parents _____ Mother _____ Father _____ Guardian _____

Will Transport Be Required? _____

Nearest Intersection to Home _____

Name of Student(s), (if any), presently enrolled

Emergency Names and Telephone Numbers (if unable to reach parents)

FAMILY INFORMATION

Parent A _____
(Title) (First Name) (Last Name)

Home Address _____

(Postal Code)

Occupation _____

Name of Employer _____

Business Address _____

Telephone _____
(Residence) (Business)

Cellular Phone _____

Email _____ Fax _____

Parent B _____
(Title) (First Name) (Last Name)

Home Address _____

(Postal Code)

Occupation _____

Name of Employer _____

Business Address _____

Telephone _____
(Residence) (Business)

Cellular Phone _____

Email _____ Fax _____

(Please complete this section only if applicable)

Guardian Name _____
(Title) (First Name) (Last Name)

Home Address _____

(Postal Code)

Occupation _____

Name of Employer _____

Business Address _____

Telephone _____
(Residence) (Business)

Cellular Phone _____

Email _____ Fax _____

APPLICATION AGREEMENT

We understand that upon application we have an obligation to reveal all academic information and applicable personal information regarding the above named applicant who has applied for enrolment at St. John's-Kilmarnock School. We acknowledge that we have been forthcoming with the disclosure of all information regarding any assessment or suggested assessment (educational, gifted, psychological, other) discipline issues including suspensions or expulsions of the above named applicant including report cards and any additional educational assessment information and/or reports. We also understand that upon a formal offer of acceptance to the School we have an unconditional obligation to pay fees for the full school year and that no portion of the fees paid or outstanding will be refunded or cancelled in the event of absence, withdrawal or dismissal from the School.

Date of Application

Parent A Signature

Parent B Signature

Once the application form, \$150 application fee per student and a copy of the applicant's most recent report card is received by the School, the Admission Office will contact the parent(s) regarding the next step in the admission process.

Please fax or mail the completed form.

ACADEMIC INFORMATION

Has the applicant undergone:

- a) Additional educational assessment for learning exceptionalities? Yes No If yes, please enclose documents.
- b) Enrolment in ESL or language tutoring classes? Yes No
- c) Working with a tutor or a learning centre? Yes No

If yes, please expand: _____

Please indicate any awards or certificates that the candidate has received in the last two years.

Describe the extracurricular interests of your child that would add significantly to school life at SJK.

How did you hear about SJK? (please include name)

Friend/Neighbour: _____

Current or previous parent:

Colleague: _____

Advertising: _____

Current or previous student:

Open House: _____

Website: _____

Other: _____

CANADIAN APPLICATION PROCESS

St. John's-Kilmarnock School attempts to achieve a diverse and talented student population. The main objective of the Admission Office is to ensure that new students have the best opportunity to be successful and happy in a challenging academic environment.

To determine an applicant's readiness to accept the challenge of SJK, a full admission process is in place. Our admission process is tailored for each entry level and allows us to accept those students we feel will benefit most from our academic program.

The first step in the admission process is to submit the completed application form. Applications to the School are accepted year round although, due to limited class sizes, applicants are encouraged to apply 10 to 12 months in advance to best ensure placement. For the Junior and Senior Kindergarten programs, applicants are strongly encouraged to apply at least a year in advance.

ADMISSION PROCEDURES:

Step 1: Submit a completed application form (one per applicant) with the \$150 application fee and a copy of the applicant's most recent report card to the Admission Office. Due to limited class sizes, applicants are encouraged to apply early to significantly increase the likelihood of a successful placement.

Step 2: Prospective students and parents are encouraged to visit SJK during a scheduled Open House Day (dates available at www.sjkschool.org), while the School is in session, to experience a regular school day and interact with students, teachers and parents. For those who are unable to visit during an Open House Day please contact the Admission Office at admissions@sjkschool.org or by phone at (519) 648-3602, ext. 20 to arrange an appointment to visit the School.

Step 3: Once the completed application form is submitted, parents will be contacted to arrange a visit day for the applicant(s). Applicants are invited to come and spend a full day at the School in their current grade (half day for Junior and Senior

Kindergarten). During their visit day applicants will participate in an admission interview. During the interview, applicants from grades 1 to 12 will complete academic testing in the areas of math and reading comprehension. On the visit day parents are asked to bring in photocopies of the two most recent final report cards.

Step 4: Applicants (for Grades 3 and above) will be required to complete a Student Profile Form and submit it to the Admission Office two weeks after their visit day.

Step 5: Before a final admission decision can be made the Director of Enrolment may require a Confidential Teacher's Report to gain further understanding of the applicant's academic profile. The Director of Enrolment may also request permission to contact a teacher or principal at the applicant's current school.

Step 6: As soon as possible parents will be contacted by the Director of Enrolment to discuss the applicant's visit day and the admissions interview. An indication of acceptance may be given at this time.

ADMISSION PROCEDURES FOR JK, SK, GRADES 1 to 3:

Junior Kindergarten: Annual entry – 18 students.

Senior Kindergarten: Annual entry – 20 students.

Grade 1: Annual entry – 20 students.

Grade 2: Annual entry – 20 students.

Grade 3: Annual entry – 20 students.

Admission process:

- Once the application form has been submitted – the Director of Enrolment will arrange for an interview with parents and the applicant.
- Review of current school reports (if available).
- Classroom visit during which time the teacher will observe and assess.
- At the end of the visit day, the Director of Enrolment will meet with the Lower School Director and classroom teacher.

- The final admission decision will be relayed to parents as soon as possible by the Director of Enrolment and an official acceptance package may be issued.

ADMISSION PROCEDURES FOR GRADES 4 & 5:

Grades 4 & 5: Annual entry – 22 students.

Admission process:

- Once the application form has been submitted the Director of Enrolment will arrange for a student visit day at the current grade level.
- Review of report cards.
- Admission interview with the student and completion of math and reading comprehension tests during the visit day.
- At the end of the visit day, the Director of Enrolment will meet with the Lower School Director and classroom teacher. (During the visit day the classroom teacher will observe and assess.)
- The final admission decision will be relayed to parents as soon as possible by the Director of Enrolment and an official acceptance package may be issued.
- All applicants at this level will be asked to complete a Student Profile Form and may be required to have a Confidential Teacher's Report completed.

ADMISSION PROCEDURES FOR MIDDLE SCHOOL GRADES 6 – 8:

Grades 6 – 8: Annual entry – 44 students per grade with 22 students per class.

Admission process:

- Once the application form has been submitted the Director of Enrolment will arrange for a student visit day at the current grade level.
- Review of report cards.
- Admission interview with the student and

completion of math and reading comprehension tests during the visit day.

- At the end of the visit day, the Director of Enrolment will meet with the Middle School Director and classroom teacher. (During the visit day the classroom teacher will observe and assess.)
- The final admission decision will be relayed to parents as soon as possible by the Director of Enrolment and an official acceptance package may be issued.
- All applicants at this level will be asked to complete a Student Profile Form and may be required to have a Confidential Teacher's Report completed.

ADMISSION PROCEDURES FOR UPPER SCHOOL GRADES 9 – 12:

Grades 9 – 12: Annual entry – 66 students per grade with 22 students per class.

Admission process:

- Once the application form has been submitted the Director of Enrolment will arrange for a student visit day at the current grade level.
- Review of report cards.
- Admission interview with the student and completion of academic testing during the visit day.
- At the end of the visit day, the Director of Enrolment will meet with the Upper School Director and teachers. (During the visit day the classroom teachers will observe and assess.)
- The final admission decision will be relayed to parents as soon as possible by the Director of Enrolment and an official acceptance package may be issued.
- All applicants at this level will be asked to complete a Student Profile Form and will be required to have a Confidential Teacher's Report completed.

OFFICE USE ONLY

Fees:	Application Date _____	Amount _____
	Placement Date _____	Amount _____
	Tuition Deposit Date _____	Amount _____
	Family I.D. # _____	House _____