



Application Documents Checklist

SCHOOL. FAMILY. COMMITMENT | www.sjp2academy.com

International Students

Along with the fully completed Application Form, the documents listed below must be included at the time of submission in order to process and consider your application. An incomplete application may delay its processing. Please check the numbers below for documents enclosed and do not submit original documents. All applications submitted electronically are to be sent to Susan Kelly at skelly@sjp2academy.com

Student's Legal Name:	
Last Name	First Name
Applying for Grade:	
Starting September 2023	

All submitted documents must be in English or if in a language other than English with an accompanying English translation.

- For International Student Applicants:
 - Photocopies of passport pages clearly showing the passport number, dates of issue, and expiry, name and date of birth; **AND**
 - Copy of your son or daughter's birth certificate; **AND**
 - If presently in Canada, a photocopy of the stamp made by the Canadian authorities of your son or daughter's most recent entry into Canada **PLUS** a photocopy of current immigration document (if applicable)
- Proof of Citizenship of mother **AND** father, regardless of nationality. The following are acceptable documentation: photocopy of Birth Certificate, Citizenship Card, Permanent Resident Card, Record of Landing, or Passport showing name, date of birth, and passport number.
- A signed copy of "Legal Residency of Parent form"
- For Catholics**
 - A copy of your son or daughter's baptismal certificate; **AND**
 - Completed "Endorsement from Pastor or Worship Leader" form (Form C)
- For Non-Catholics**
 - Completed "Endorsement from Pastor or Worship Leader" form (Form C) – *if applicable*
- A copy of your son or daughter's report card for the current school year (official translation in English if necessary)
- A copy of your son or daughter's last report card from the previous school year or official copy of transcript of grades (with accompanying translation in English if necessary)
- SSAT Results (6- month validity) **OR** Proof of English proficiency from International School applicants (e.g. sample of work submitted during that academic year signed by the applicant's Principal or Head of School)

8. Recent photo of your son or daughter (school photo preferred)
9. Reference letter from non-family members (e.g. Administrators, teachers, coaches from the school the child currently attends)
10. Non- refundable \$100 application fee payable by cheque to Saint John Paul II Academy (your cleared cheque is proof of receipt)
11. Tuition payment of \$17,775 payable to Saint John Paul II Academy
12. Personal note written by the student stating why he or she would like to attend Saint John Paul II Academy.
13. Other supporting documents (if applicable) e.g.
 - Medical information, Medical Alert and the expiry date (if applicable), Emergency Procedure Plan (if applicable) Individual Education Plan, Case management Plan, etc.
 - Support Services information (e.g. Psychometric testing; speech / language assessments; hearing /vision tests; etc.)
14. Form E: Completed Enrolment Deposit Form for \$25 000. See school website:
www.sjp2academy.com/home/admission/register/