

### **Parent on a Study Permit**

In order for a K-12 student to be eligible for a provincially funded education in British Columbia (BC), the student and his or her biological parent(s) must meet specific criteria. These criteria are determined by the BC Ministry of Education and not by individual school districts. For more information you can review the [BC Ministry of Education Eligibility of Students for Operating Grant Funding site](#).

Parent(s) and child must have already arrived in BC and be currently residing in the Surrey School District (Surrey or White Rock). Applications are accepted for consideration at any time of year.

### **Is My Child Eligible for Funding?**

- You are lawfully admitted to Canada for temporary residence and authorised to study for a period of one year or more and are enrolled in a degree or diploma programme at a public post-secondary institution in British Columbia or in a degree programme at a private post-secondary institution in British Columbia **OR**
- You are lawfully admitted to Canada for temporary residence and authorised to study for a period of one year or more and **all** of the following conditions apply:
  - The biological parent is enrolled in an English as a Second Language (ESL) program of up to a year in duration at an institution that has an Education Quality Assurance (EQA) designation. The ESL adult student will be deemed resident for up to one year only. Beyond one year, children of an ESL student will be considered international students and districts may charge international student fees
  - The biological parent has been accepted to a degree or diploma programme at a public post-secondary institution in British Columbia, or a degree program at a private post-secondary institution
  - The acceptance to the degree or diploma program is contingent upon the completion of an ESL program
- You and your child have arrived in BC and are residing in Surrey or White Rock
- You submit all of the required documents

### **SD36 English Language Learner Welcome Centre**

Unit #120 - 7525 King George Boulevard. Surrey, BC V3W 5A8

Phone: 604-543-3060 / Fax: 604-592-2139 / [www.surreyschools.ca/welcomecentre](http://www.surreyschools.ca/welcomecentre)

### **Required Documents**

1. Funding Eligible **Application Form** (one per child)
2. Original Birth Certificate **OR** Household Registry with English translation by a certified translator
3. Child's passport photo page
4. Child's Canadian entry stamp
5. **One** of the child's following:
  - Electronic Travel Authorization (ETA)
  - study permit
  - visitor record
  - visitor visa
6. Biological parent(s) passport photo page
7. Biological parent(s) Canadian entry stamp
8. Biological parent(s) study permit that is valid for a period of one year or more
9. **Proof of home address** in the name of the biological parent:
  - Rental Agreement (all 6 pages) or mortgage documents (all pages) **OR**, a utility (cable, electricity or gas only) bill
  - These are the only documents that will be accepted (no cell phone bill, bank statement, etc.)
10. Biological parent(s) recent confirmation of enrollment letter from institutions' registrar's office. Must show institutions' name, program week, **and** current semester term
11. **Receipt** (proof of payment) for tuition for current semester

### **Application Process**

1. Complete the Funding Eligible Application Form.
2. **Email all documents in one email** to [ministryfunded@surreyschools.ca](mailto:ministryfunded@surreyschools.ca).
3. You will receive an automatic email reply and this is confirmation we have received your application (only one auto reply per day).
4. Your application will be reviewed and if you are missing any documents, you will be emailed a list of what is still required.
5. Upon approval of the application, you will be emailed a Letter of Acceptance (LOA) per child, English Language Learner (ELL) Assessment Notice (with the date and time of your child's English assessment), along with instructions on how to register at a school.

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### **Application Tips**

- Submit an application **for each child**
- For language assistance, please contact 604.543.3060
- All documents must be sent in JPEG or PDF files only

### **Questions?**

#### **Funding Eligible International Students** **English Language Learner Welcome Centre**



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