



## Return Checklist and Registration Information

- All registration forms must be returned to the Main Office.
- An email confirmation will be sent within one week, notifying you of receipt of your registration. (This is not a guarantee of admission for the next school year).
- Interviews will be held with all new students with someone from the Administration in the Spring.
- TAC applications are available on the Apple Financial Services website - <https://applefinancialservices.ca/>
- **TAC applications will not be processed without registration confirmation.**
- It is preferable if TAC forms are submitted by Monday, March 27, 2017.
- Parents who wish to contribute \$50 in lieu of their 2017-2018 Parent Participation Program hours may complete and return the enclosed form. All OJCS parents are required to volunteer five hours over the course of the ten school months of the school year.

### Registration must include:

#### To the Registrar

- € \$750 Registration Deposit (one deposit required per family, not per child)
- € Registration Form – with signatures from both custodial parents / guardians
- € City of Ottawa Health Immunization Form plus copy of vaccinations
- € A copy of your child's birth certificate (or passport)
- € Two recent passport size photos of your child
- € A copy of your child's latest report card (if entering any grade other than kindergarten)
- € If your child was born outside of Canada, a copy of Canadian citizenship or immigration documentation
- € Options for Tuition Rates sheet
- € Assessment form if applicable.

For any questions please contact Ellie Kamil at the school at 613-722-0020 ext. 1.