

OFFICE USE ONLY

Staff Initial: _____

Application Date: _____

Time: _____

**NON-RICHMOND RESIDENTS APPLICATION
SCHOOL YEAR 2020/21**

Please complete form and deliver in person to Central Registration Office.

1st Choice REQUESTED SCHOOL

2nd Choice REQUESTED SCHOOL

Student Name: _____
Last Name First Name

Current School: _____

Current Grade: _____

Birthdate: ____/____/____
D M Y

Current ELL Level (if applicable): _____

☐ Resource Support

Home Address: _____

Postal Code: _____ Email: _____

Program: ☐ English ☐ Early French Immersion ☐ Late French Immersion ☐ Montessori

☐ Sibling attending requested school: _____
Last Name First Name Current Grade: _____

Please describe the reason(s) why you are applying to the requested school(s):

Parent/Guardian: _____
Name Cell Phone Home Phone

Parent/Guardian: _____
Name Cell Phone Home Phone

Date Submitted

Parent or Legal Guardian Signature

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☐ The above application has NOT been approved.

☐ The above application has been approved for the 2020/21 school year.

Comment: _____

Decision Date

District Administrator Signature

NON-RICHMOND RESIDENTS APPLICATION IMPORTANT INSTRUCTIONS/INFORMATION

1. Parents/legal guardians of Non-Richmond Residents must complete a registration application and deliver in person to the Central Registration Office (7811 Granville Avenue) . **Note: This application does not guarantee placement in the Richmond School District.**
2. Once applications from Richmond Residents have been considered, Non-Richmond Resident students who apply to attend a Richmond school may be approved to enroll. **Approvals for all schools will be based on availability of physical, staffing and program space, and will be assessed in the priority of reason(s) for the request.**
3. Please complete this form accurately, including reasons for the application, as incorrect information provided may result in the application being denied. Please include an attached letter if there is a need to communicate more detail about the request to attend school in Richmond.
4. The first date that Non-Richmond Residents may apply for the 2020/21 school year is **January 6, 2020**. Please note, applications from Non-Richmond Residents will not be considered until after the Priority 1 and Priority 2 registration periods have closed and all Richmond residents have been placed.

If accepted at the requested school, transportation is the responsibility of the parent(s)/legal guardian.

Priority 1 Registration Period	Priority 2 Registration Period	Late Registration Period
November 1, 2019 – January 24, 2020	January 27 – May 15, 2020	May 19, 2020 – Ongoing
<p style="text-align: center;">Richmond Residents will be placed.</p> <p style="text-align: center;">Non-Richmond Residents may apply but applications will not be processed.</p>		<p style="text-align: center;">Non-Richmond Resident Applications will be processed and decisions communicated to parents by September 11, 2020.</p>