

<b>FEE SCHEDULE</b> ALL FEES ARE IN CANADIAN FUNDS		2019 / 2020	
		NEW STUDENTS	RETURNING STUDENTS
<b>Application</b>	SCDSB APPLICATION FEE (NON-REFUNDABLE)	\$250.00	\$125.00
<b>Tuition</b>	SCDSB ACADEMIC YEAR – 10 MONTHS (SEPTEMBER TO JUNE OR JANUARY TO FEBRUARY)	\$13,500.00	\$13,500.00
	SCDSB ACADEMIC SEMESTER – 5 MONTHS (SEPTEMBER TO JANUARY OR FEBRUARY TO JUNE)	\$6,750.00	\$6,750.00
<b>Fees - Canada Homestay Network Fees</b> <i>(for those applying for a host family placement)</i>	CHN APPLICATION FEE (NON-REFUNDABLE)	\$450.00	\$250.00
	CHN SECURITY DEPOSIT (REFUNDABLE)	\$500.00	\$500.00
	CHN ACADEMIC YEAR (10 MONTHS)	\$9,100.00	\$9,100.00
	CHN ACADEMIC SEMESTER (5 MONTHS)	\$4,550.00	\$4,550.00
	CHN COST PER MONTH IF LESS THAN 5 MONTHS	\$910.00	\$910.00
	CHN ADDITIONAL NIGHTS (PER DAY)	35.00	\$35.00
	CHN CUSTODIANSHIP REGISTRATION FEE EACH ACADEMIC YEAR (NON-REFUNDABLE)	\$250.00	\$250.00
	CHN MONITORING & REPORTING (PER MONTH)	\$75.00	\$75.00
	CHN AIRPORT PICK-UP (MANDATORY)	\$225.00	\$225.00
	CHN AIRPORT DROP-OFF (OPTIONAL)	\$175.00	\$175.00
	CHN MEDICAL INSURANCE EACH ACADEMIC YEAR	\$600.00	\$600.00
	CHN MEDICAL INSURANCE EACH ACADEMIC MONTH	\$60.00	\$60.00

**NOTE:** PLEASE BE ADVISED THAT ALL FEES ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE. ALL PROGRAM SERVICES ARE ONLY AVAILABLE TO STUDENTS WHO ARE 14 TO 17 YEARS OF AGE.

## PAYMENT METHODS

THE APPLICATION FEE (\$250.00) MAY BE PAID BY VISA OR MASTERCARD BY COMPLETING THE PERMISSION FORM BELOW:			
CARD HOLDER'S NAME	Card Holder Last Name, First Name <input type="text"/>		
CREDIT CARD INFORMATION VISA or MasterCard	Card Type <input type="text"/>	Card # <input type="text"/>	
EXPIRY DATE ie. 04/22	<input type="text"/>	<input type="text"/>	
SECURITY CODE ie 123	<input type="text"/>	<input type="text"/>	
AMOUNT TO BE CHARGED	<input type="text"/>		
STUDENT NAME	Student Last Name <input type="text"/>	Student First Name <input type="text"/>	<input type="text"/>
CARDHOLDER'S SIGNATURE	<input type="text"/>		
DATE ie (MM/DD/YYYY)	<input type="text"/>	<input type="text"/>	
<b>PLEASE RETURN THIS FORM TO: <a href="mailto:studyinsimcoecounty@scdsb.on.ca">studyinsimcoecounty@scdsb.on.ca</a></b>			

ALL OTHER FEES MAY BE PAID BY MONEY ORDER, BANK DRAFT OR CERTIFIED CHEQUE MADE PAYABLE TO THE SIMCOE COUNTY DISTRICT SCHOOL BOARD. THESE FEES MAY ALSO BE PAID BY DIRECT WIRE TRANSFER TO THE SIMCOE COUNTY DISTRICT SCHOOL BOARD'S BANK ACCOUNT.

NOTE: A TRANSFER FEE OF \$35.00 CAD WILL BE ADDED TO ALL WIRE TRANSFER PAYMENTS. THE NAMES OF THE ACCOUNT HOLDER AND THE STUDENT MUST BE INCLUDED IN THE WIRE TRANSFER DETAILS.

BANK NAME	TD CANADA TRUST
ADDRESS	33 COLLIER STREET, BARRIE, ONTARIO, CANADA L4M 1G5
BANK NUMBER	004
TRANSIT NUMBER	4 DIGIT: 2072                      **IF REQUIRE 5DIGIT:20722
ACCOUNT NUMBER	03060840413
SWIFT CODE	TDOMCATTOR

## CONTACT INFORMATION

NAME	SIMCOE COUNTY DISTRICT SCHOOL BOARD INTERNATIONAL STUDENT PROGRAM
ADDRESS	1170 HIGHWAY 26, MIDHURST, ONTARIO, CANADA L9X 1N6
PHONE NUMBER	1-705-734-6363
EMAIL ADDRESS	<a href="mailto:studyinsimcoecounty@scdsb.on.ca">studyinsimcoecounty@scdsb.on.ca</a>
WEBSITE	WWW.STUDYINSIMCOECOUNTY.COM
HOURS OF OPERATION	8:30 AM TO 4:30 PM, MONDAY TO FRIDAY

## APPLICATION PROCESS

**IMPORTANT NOTE: BEFORE SUBMITTING A STUDENT APPLICATION PACKAGE, PLEASE CHECK THAT YOUR PACKAGE CONTAINS ITEMS AS LISTED. HAND-WRITTEN DOCUMENTS ARE NOT ACCEPTED. ALL DOCUMENTS MUST BE TRANSLATED IN ENGLISH AND ONLY THE ENGLISH VERSIONS ARE TO BE INCLUDED. PLEASE DO NOT INCLUDE ANY NON ENGLISH DOCUMENTS OR ANY ADDITIONAL DOCUMENTS OR PICTURES UNLESS THEY HAVE BEEN SPECIFICALLY REQUESTED.**

**Step 1 – Please (✓)** - Please gather items 1, 2, 3, 4. Scan as a single attachment and e-mail to [studyinsimcoecounty@scdsb.on.ca](mailto:studyinsimcoecounty@scdsb.on.ca) Please pay as shown below in #4. When funds have cleared our corporate TD bank branch we will issue a receipt, together with the Letter of Acceptance. Please follow process exactly as shown in 1 to 6 below.

1	Photocopy of students current up-to-date passport. Photocopy passport sections on to 1-page if possible (for example section that shows picture, expiry date, country of birth and country of citizenship – all visible <u>on one page only</u> . Please ensure the photocopied document is legible as some photocopies are either too dark/light and we therefore cannot accept them.
2	All 7-Pages of the International Student Program Application form have been <u>completed electronically</u> (hand-written applications are not accepted). <u>All pages must be completed in full</u> . Page 7 (bottom) must be signed by parents and student. If any pages of the application are incomplete – your application will be returned to you.
3	Official copies of school transcripts translated in ENGLISH for current year, plus past 2 years (do not include the non English version).
4	Canada Homestay Network Application (to be included <u>only</u> if you are applying to Canada Homestay Network for homestay placement – otherwise do not include it). All 7-pages of the CHN application must be completed electronically ( <u>hand-written applications are not accepted</u> ). Must be signed and dated by parents and student. Once we receive your CHN application we will send you a Statement of Fees. ( <b>Does not apply if you check #5</b> )
5	Independent Homestay Placement - You have secured your own host family placement and indicated the information on the International Student Program Application form (bottom of page 1 - Local Contact Information in Canada”)
6	You will be sent a Statement of Fees, and will need to Pay <b>Application Fee</b> and <b>Tuition Fee</b> . <b>Extremely important...</b> (all wire transfers must indicate the legal name of the student. Last name shown first in caps, then first name (SMITH, John). If the student name is not shown as indicated on the wire transfer bank document, it may create a delay in the application process.

**WHEN YOU RECEIVE YOUR STUDY PERMIT, PLEASE PROCEED TO STEP 2 BELOW...**

### Step 2 **Please (✓)**

Please pay any outstanding statement of fees sent to you. Please gather items 7, 8, 9, 10, 11 and scan as one single file attachment and e-mail to [studyinsimcoecounty@scdsb.on.ca](mailto:studyinsimcoecounty@scdsb.on.ca)

6	Statement of Fees for Canada Homestay Network, if applicable has been paid (Please note: When the funds have cleared our corporate TD bank branch, we will issue a receipt and forward your application on to Canada Homestay Network ( <b>Does not apply if you check #6</b> ))
7	Medical Insurance in the amount of at least \$2 million liability for the duration of your stay in Canada. <b>Extremely Important</b> – you must include all pages of the insurance policy (usually 4 or 5 pages) so that liability coverage and effective dates may be confirmed by Simcoe County District School Board. If your homestay placement is through Canada Homestay Network, you will need to get this document from them and include it here. If you have independent homestay placement, you will need to provide this document independently. <b>PLEASE DO NOT SEND THIS ITEM WITHOUT ITEMS 8, 9, 10, 11</b>
8	Custodianship Declaration Form (Page 1 of 2 – Custodian) Must be signed and notarized. If your homestay placement is through Canada Homestay Network, you will need to get this document from them and include it here. If you have independent homestay placement, you will need to provide this document independently. <b>PLEASE DO NOT SEND THIS ITEM WITHOUT ITEMS 7, 9, 10, 11</b>
9	Custodianship Declaration Form (Page 2 of 2 – Parents) Must be signed and notarized. If your homestay placement is through Canada Homestay Network, you will need to get this document from them. If you have independent homestay placement, you will need to provide this document independently. <b>PLEASE DO NOT SEND THIS ITEM WITHOUT ITEMS 7, 8, 10, 11</b>
10	Immunization Record (photocopy) – <b>In English – Please do not include non-English Version</b> <b>PLEASE DO NOT SEND THIS ITEM WITHOUT ITEMS 7, 8, 9, 11</b>
11	Field Trip Consent Forms (must be completed electronically – handwritten versions will not be accepted) <b>PLEASE DO NOT SEND THIS ITEM WITHOUT ITEMS 7, 8, 9, 10</b>

### Step 3 – Final Phase - **CONFIRMATION OF ACCEPTANCE**

**We will confirm the name of the school to which the student has been assigned, communicate busing eligibility, together with a bus pass, if applicable, and send to you any outstanding receipts.**