KCS Online Learning (KCSOL)
69 Maitland St, Brampton On, L6S 3B5
Tel: 905 791 1786 Fax: 905 458 9133
Email: info@kcsonlinelearning.com
Website: www.kcsonlinelearning.com

School Registration Form

General Information:

Student's last name: _____ Initial: _____ First name: _____

Gender: Male ◯ Female ◯

Student's date of birth: _____
mm/dd/yyyy

Grade: _____ OEN: _____

Day school: _____

School address: _____ City: _____ Postal Code: _____

Student Info:

Telephone: _____Cell phone: _____

Email address: _____@_____

Address: _____ City: _____ Postal Code: _____

Parent/Guardian Info:

Name: _____

Email address: _____@_____

Telephone: _____Cell phone: _____

☐ Please check if address is the same OR

Address: _____ City: _____ Postal Code: _____

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Course Information:

Course 1

Course title: _____ Course code: _____

Course value: _____ Pre-requisite: _____ ☐ Check if completed

Number of times student has attempted this course: _____ Last mark: _____

Course 2

Course title: _____ Course code: _____

Course value: _____ Pre-requisite: _____ ☐ Check if completed

Number of times student has attempted this course: _____ Last mark: _____

Course 3

Course title: _____ Course code: _____

Course value: _____ Pre-requisite: _____ ☐ Check if completed

Number of times student has attempted this course: _____ Last mark: _____

Course 4

Course title: _____ Course code: _____

Course value: _____ Pre-requisite: _____ ☐ Check if completed

Number of times student has attempted this course: _____ Last mark: _____

Course 5

Course title: _____ Course code: _____

Course value: _____ Pre-requisite: _____ ☐ Check if completed

Number of times student has attempted this course: _____ Last mark: _____

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Payment Policy:
The fee for the course/s must be paid in full at the time of registration via demand draft payable to **kcsonlinelearning**. Students may cancel their registration ***no later*** than end of the first week the start of classes. There will be a non-refundable $50.00 fee for cancellation. After that day, there will be no refunds for canceled registrations.

Course cancellation:
In case of insufficient registration, the course will be canceled and students will be fully reimbursed without any deductions. Students will be immediately contacted by KCSOL and will be provided with a full refund.

Liability:
KCSOL assumes no responsibility and liability, whatsoever, for the activities prior to or following the academic segment of the program. By completing and signing the registration form, the student, his/her parents and or guardians, acknowledges, understands and accepts these terms.

Freedom of information:
By signing the registration form, the student and the parent/guardian give permission to KCSOL to disclose all the academic information regarding the student's achievements to the student's home school and the Ministry of Education. By signing the registration form, students at or above the age of eighteen give KCSOL personnel permission to discuss ALL matters relating to the course with their parents/ guardians.

Code of Behavior:
Students and parents must read our code of behavior and discuss it prior to the commencement of the course. By signing the registration form the student acknowledges that he/she has read, understood and accepted the terms of the school code of behavior.

Attendance policy:
Attendance is mandatory. Although students are not evaluated on punctuality, we do not believe that students with poor attendance will be able to pass their courses.

Individual Education Plan (IEP):
It is the parent /guardian or student over 18 responsibility, to provide KCSOL with any relevant IEP information ***prior*** to the beginning of the course.

Please note:

Textbooks are not included in tuition fees. Fees for the textbooks may be charged separately on the first day of the course.

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For parent(s)/guardian(s)/or a student over 18 years old to read and sign:

1. I hereby request registration of my child _____ to the above-mentioned course(s) program.
2. I understand that I am responsible for all payments regarding the above-mentioned course(s) program.
3. I give permission to the representative of KCSOL to contact my child's school regarding the above-mentioned course(s).
4. I understand that KCSOL does not guarantee the final course mark. Furthermore, it is understood that all assessments and marks will be granted only according to Ministry of Education guidelines.
5. I have provided KCSOL with the correct information regarding my child's home school, and my child's OEN (Ontario Education Number).
6. I have been provided with the school calendar and I have read, understood and accepted all school policies.

Parents/Guardian Name: _____

Date: _____
mm/dd/yyyy

Parents/Guardian signature: _____

Acceptance of this Registration Form is dependent on the Ministry of Education guidelines. The invoice with the fees relevant to your program choice along with the acceptance letter will be issued on approval of your application form.

Please submit the completed form and all other required documents to KCSOL
by
Email: support@kcsonlinelearning.com
or
Fax: 00-1-905-458-09133
or
Mail: Khalsa Community School, 69 Maitland Street, Brampton, ON, L6S 3B5, Canada