

# International Elementary Student Application Form

## \* IMPORTANT

Please attach a recent head and shoulders photo and/or attach a page of photos to this application



## MENNONITE EDUCATIONAL INSTITUTE

4081 Clearbrook Rd, Abbotsford, BC V4X 2M8  
Phone: 604-859-3700 Fax: 604-859-9206

School Website: [www.meisoc.com](http://www.meisoc.com) or International Website: [www.meienglishincanada.ca](http://www.meienglishincanada.ca)

**NOTE: THIS ENTIRE FORM IS TO BE COMPLETED BY THE APPLICANT'S PARENTS - PLEASE PRINT CLEARLY**

**DATE OF THIS APPLICATION:** M: \_\_\_\_\_ / D: \_\_\_\_\_ / Y: \_\_\_\_\_

**GRADE APPLYING FOR** \_\_\_\_\_

## PERSONAL

### STUDENT

Student's first name \_\_\_\_\_ Sex: Male  Female   
Student's family name \_\_\_\_\_ Date of Birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Yr \_\_\_\_\_  
Student's English name (if any) \_\_\_\_\_ Church attended by student/family \_\_\_\_\_  
Place of Birth: City \_\_\_\_\_ Country \_\_\_\_\_

### HOME ADDRESS

Street \_\_\_\_\_ City \_\_\_\_\_  
Province/State/Prefecture \_\_\_\_\_ Country \_\_\_\_\_ Postal Code \_\_\_\_\_

### PARENT(S) OR LEGAL GUARDIAN(S)

Father's first name \_\_\_\_\_ Father's last name \_\_\_\_\_  
Father's occupation \_\_\_\_\_ Place of business \_\_\_\_\_ Phone \_\_\_\_\_  
Mother's first name \_\_\_\_\_ Mother's last name \_\_\_\_\_  
Mother's occupation \_\_\_\_\_ Place of business \_\_\_\_\_ Phone \_\_\_\_\_

**STUDENT WILL RESIDE WITH:**  Father & Mother  Father\*  Mother\*  Legal Guardian\*  
(AT SAME RESIDENCE)

*\*The office requires a copy of any custodial agreements in effect. In absence of information, both parents will have equal access to the student and student's records*

### HOME ADDRESS IN BRITISH COLUMBIA

Street \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

### CONTACT INFORMATION

Home Tel (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ Home email \_\_\_\_\_  
Mother's cell (\_\_\_\_) \_\_\_\_\_ Mother's email \_\_\_\_\_  
Father's cell (\_\_\_\_) \_\_\_\_\_ Father's email \_\_\_\_\_

In case of emergency, if a parent cannot be reached, call:

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

### CITIZENSHIP

Passport issuing country \_\_\_\_\_ Student's name as it appears on passport \_\_\_\_\_  
 Parent(s) are landed immigrant(s)  Are you planning to immigrate to Canada? Yes  No

**FAMILY**

Do you have any brothers or sisters? Yes  No  (If yes, use back of sheet if more space is needed)

Sibling's name \_\_\_\_\_ Age \_\_\_\_ M  F  Lives at home  Lives in \_\_\_\_\_  
(city and/or country)

Sibling's name \_\_\_\_\_ Age \_\_\_\_ M  F  Lives at home  Lives in \_\_\_\_\_  
(city and/or country)

Sibling's name \_\_\_\_\_ Age \_\_\_\_ M  F  Lives at home  Lives in \_\_\_\_\_  
(city and/or country)

**EDUCATIONAL**

*All applicants are required to submit a copy of their last two school reports.*

**WHAT TYPE OF PROGRAM ARE YOU APPLYING FOR?**

6 months  1 year  Diploma Program  Other: \_\_\_\_\_

**SCHOOL**

Full name of student's present school \_\_\_\_\_ Public  Private

Street \_\_\_\_\_ City \_\_\_\_\_ Phone \_\_\_\_\_

Province/State/Prefecture \_\_\_\_\_ Country \_\_\_\_\_ Postal Code \_\_\_\_\_

Full name of last school attended in B.C. \_\_\_\_\_ Public  Private

Does the student have any academic difficulties? If so, please provide details

\_\_\_\_\_  
\_\_\_\_\_

Has the student had any overseas experience? If so, please provide details

\_\_\_\_\_  
\_\_\_\_\_

Does the student have any experience with English outside of school studies? Please provide details

\_\_\_\_\_  
\_\_\_\_\_

Is there an intention to have the student study in after-school classes that are not provided by MEI? Yes  No

If yes, how often?  once/week  twice/week  three days/week  weekdays & Saturday

As parents, why do you want your child to attend MEI?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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## Code of Conduct

At M.E.I. we seek through word and action to create an environment of trust and mutual support in which each member of our community can grow. There is an emphasis on the need to be sensitive to those we come in contact with so that each student can realize their individual, God-given potential. As a staff we are committed to the on-going educational process of developing unique persons in a Christ-centered environment where faith is translated into action.

We all must learn to work individually and with others. Mutual respect, cooperation and sharing are important values in any social experience. The ability to work with and for others is an important part of the learning process. In all we do, there must be respect for God and His word, self, others, property and authority. Any overt behaviour which would demonstrate a lack of respect, e.g., cruel teasing, bullying, discourtesy, blasphemous language or vulgarity, stealing, etc., will be dealt with so that the well-being and security of everyone in the school is ensured. In efforts to create community within the International Program, there are times where extra-curricular activities and/or events are planned for which each student is expected to participate.

Generally speaking, no attempt is made on the part of the school to supervise or control the out-of-school lives of its students. This does not mean, however, that it is not important for all students to live consistent Christian lives wherever they are. Those students who make lifestyle choices not consistent with MEI standards, will force the school to take action.

Involvement with alcohol and illegal drugs are serious offences and all students are placed under a strict obligation to refrain from such use at all times and in all places. A breach of this guideline will normally result in disciplinary action ranging from a minimum 90-day suspension to expulsion.

***To be signed by the student and parent for Elementary School applicants.***

I, \_\_\_\_\_ am aware of the school's code of conduct and agree to abide by it and to support it to the best of my ability.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature  
*(indicating I have read the above)*

\_\_\_\_\_  
Date



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## MEDICAL INFORMATION

*All information is kept confidential*

STUDENTS' NAME: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_  
Month Day Year

PARENT/GUARDIAN: \_\_\_\_\_

EMERGENCY CONTACTS (please list 2 local people other than parents)

1. \_\_\_\_\_ Phone: \_\_\_\_\_

2. \_\_\_\_\_ Phone: \_\_\_\_\_

\* Please note that all Elementary parents are required to arrange all medical insurance for all members of the family, and the office MUST receive proof of medical insurance before the student can begin classes

BC Medical Plan Number: \_\_\_\_\_

OR

Private Insurance Company Name: \_\_\_\_\_

Private Insurance Number: \_\_\_\_\_

Family Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Does the student have any medical problem of which we should be aware of? i.e., heart condition, diabetes, asthma, allergies, etc. \_\_\_\_\_

In cases of asthma, epilepsy, etc, please give date of last attack: \_\_\_\_\_

*Please fill in dates of all past immunizations, including those given by the doctor.*

### DPT

*(Diphtheria, Whooping Cough, and Tetanus)*

### POLIO

1.	1.	Hemophilus Influenza B
2.	2.	Rubella
3.	3.	Measles (Rubella)
4.	4.	Mumps
Booster <i>(due at school entry)</i>	Booster <i>(due at school entry)</i>	or MMR

You may have to contact your physician for a record if you do not have a copy of immunizations he/she has given your child. Please keep the health unit and MEI informed of any additional immunizations done after providing this record.

The school's public health nurse would be pleased to discuss the student's immunization or any other health concern.

Is the student currently taking any medication on a regular basis? Yes  No

Please provide the name(s) of the medication: \_\_\_\_\_

Will the student need to take this medication while at school? Yes  No

*Medical information continued . . .*





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# **Refund Policy**

An International Student is a person who is not a Canadian Citizen or a landed immigrant. Where MEI enters into a contract with an international student the following refund policy is applicable.

All requests for refunds must be made in writing to the International Education Program at MEI schools. Refunds must include the original Letter of Acceptance issued by the International Program as well as relevant supporting documentation (e.g. letter from Citizenship and Immigration Canada).

### **100% Refund (refunds do not include the registration fee)**

A 100% refund will be given if Canadian Immigration does not approve a student Study Permit. To obtain a refund, written requests should be received within six months of the date of refusal. Requests must include the formal letter of refusal from Canadian Immigration and the original Letter of Acceptance issued by the MEI International Program.

### **66% Refund**

A 66% refund will be given when a student withdraws or becomes a landed immigrant or permanent resident prior to the commencement of the program.

### **50% Refund**

A 50% refund will be given when a student withdraws after commencement of the program but before 30 calendar days have elapsed.

**NO REFUND** will be granted to a:

- student who becomes a landed immigrant after commencement of the program;
- student who withdraws from the program 30 days after the commencement date;
- student who is dismissed from the program due to any of the reasons specified in this application, or breach of the Code of Conduct, or breach of the law, policy or regulation as determined by the Government of Canada, the Police, MEI Board, and/or the International Program.

**All international students are required to have medical coverage as a condition of their acceptance in the International Program. All international students and accompanying parents must report with their passport, study permit, latest report card/academic record and proof of medical insurance to the International Program office upon arrival in the MEI schools. Private Medical Insurance can be purchased through the International Program.**

### **Currently enrolled students:**

Due to the high enrollment at the MEI Elementary school, returning students must pay a \$1000 non-refundable deposit by January 15 in order to secure a placement for September. This deposit will be directly applied to the tuition payment which is due April 15.



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# English Language Policy

The International Program at MEI is very pleased to be in partnership with you and your children as they continue their educational journey. The program is enthusiastically committed to encouraging and promoting student learning at all times and, as such, has high expectations on students who graduate from the program. Specifically, our goal is to have all our students experience success by excelling in both the written and the spoken aspects of the English language. Therefore, we have developed the following standard for all our international students.

A primary goal is to have all students speak and express themselves using the English language at all times. To this end, the following support mechanisms have been put in place should students struggle to meet this requirement:

**Step 1:** If students are not meeting this expectation they will be referred to the International Program room, where they will discuss the language difficulties with the International Program staff.

**Step 2:** If the student continues to ignore the expectations of an English-only environment, an in-school suspension for the remainder of the day will be implemented, with the possibility of the suspension being extended.

**Step 3:** Should the student repeatedly fail to meet the English only requirement, a meeting with the Program Director/administrator, agent or parental representative will take place to discuss further punitive, transfer/expulsion options.

**Student Signature** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_



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## **MEI Education and Integration Philosophy**

The MEI International Program believes strongly in the development of the “whole” person. This means that the International Program supports not only academic pursuits, but strongly supports athletic, the Arts, and community involvement. Each student is required to regularly attend a local English speaking Christian church. Each student is also expected to participate in all the International Program's extra-curricular activities.

The International Program believes that English language acquisition is best acquired through active participation in the school curriculum and in the cultural surroundings of a Canadian homestay family. A major goal of the International Program is to create an environment whereby each International student can achieve bi-lingual competency both in language and in culture. Therefore, the International Program individually integrates each international student based on each individual's English language ability. It is also an expectation of the International Program that students in grades 9 -12 are placed into a Canadian home (exceptions to this policy are rare and they need the permission of the International Program Director).

The MEI community desires to make each International student feel welcomed and appreciated, both in terms of their difference and for their passions to achieve English academic success. The International Program is committed to valuing each student, appreciating difference, and working through cultural differences with blessing and thankfulness.