

## **Admissions Process**

### **Background**

Choice School for the Gifted is registered as an Independent School under The Societies Act of BC and certified by the Ministry of Education of BC. The school focuses on education of the gifted and bright students. Our school is a total learning environment and our faculty is dedicated to exploring new opportunities where individuals can excel.

Our admissions process is multi-faceted and is followed for each student that seeks admission to the school. Our focus is on meeting individual needs while learning in a classroom setting. Each application is valued and while our program is designed to meet the needs of gifted learners, all bright and engaged students will benefit from the robust curriculum which offers enrichment through depth and scope.

We appreciate that some of our applicants are twice exceptional and that they may need support with certain areas of learning. The school has the discretion to decline applicants when it is decided that our resources and facilities do not match the individual's needs. The school website is a good place to gather initial information about the school and contact information.

### **The admissions process is as follows:**

- Initial contact with the school by phone or through the website. If you do not hear from us within 24 hours, please call again.

Arrange for a school visit for a personal tour

- Parents/guardians should arrange to visit the school and meet the principal or designated person who will conduct a personal tour of the school. After the tour the parents/guardians will complete an application form and submit the application fee of \$250, not refundable (the fee is only refundable if at any time in the application process the school does not decide to proceed). Report cards for the previous year should be submitted with any other relevant educational/assessment documents. Students are welcome to attend the tour.

Schedule your child's assessment day

- Students are required to spend a day with us at the school. This gives both the parties an opportunity to evaluate the student and the classroom for appropriate fit. Potential students are required to take a cognitive assessment and, at the discretion of the principal, some subject assessments may be required and administered by the school unless there is a current Educational Psychological Assessment available. Students whose English is not adequately developed to take the regular cognitive assessment will be given an alternate assessment. In some cases we may require an assessment administered by a psychologist or medical doctor to help us understand individual needs. This will be proposed at the discretion of the principal in discussion with

classroom teachers. Arrangements and fees for this will be the responsibility of the applicants' family.

- The final stage of the admissions process involves a meeting with the school principal by the parents/guardians and applicant. This is an opportunity to review the student's learning profile and educational needs, discuss the suitability of Choice School as an appropriate fit for the student's needs and provide any further information that might assist the application process. The school principal and receiving teacher will make the final decision on admission.
- Upon acceptance to the school, a non-refundable tuition deposit must be received and a tuition contract signed to secure a place in the school for the student. The student is not accepted for enrolment until all documents are signed, required documentation such as Immunization Records, birth certificates, passports and visas are provided to the school and the tuition deposit is received (see Tuition Schedule document).

We are happy to speak with any families who think Choice School might be the right school for their son or daughter. It is always wise to plan ahead even if your child has not yet reached Kindergarten age or prior to reaching kindergarten age. We will consider applications at any time of the academic year if there is place available.

We look forward to assisting you at every stage of your application.