

## Administrative Procedure 347

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# NON-RESIDENT, FOREIGN AND ADULT STUDENTS

### Background

The Division believes that it may be appropriate to accept non-resident and adults students into Division schools subject to clearly prescribed conditions.

### Procedures

1. A non-resident student is a person whose declared place of residence is defined as being outside the boundaries of the Division in which that person seeks or is provided with educational services.
2. The admission of non-resident and adult students is subject to the approval of the Director, and the following conditions:
  - 2.1 That adequate space is available to accommodate the students;
  - 2.2 That the students can be provided with suitable courses of study within the existing instructional program;
  - 2.3 That the students can be enrolled without disruption to the overall well-being of the school division;
3. The CFO shall submit the schedule of tuition fees to Ministry of Education for approval annually:
  - 3.1 Pupils who are not resident within Saskatchewan Rivers Public School Division;
  - 3.2 Applicable adult students such as those students who have not yet obtained the age of 22 years at the commencement of the school year.
4. No student who resides outside of the Saskatchewan Rivers Public School Division shall be registered in a school of the Division unless authorization from another school division, jurisdiction or person to provide tuition fees has been received.
5. First Nation students who do not reside within the Saskatchewan Rivers School Division may be admitted to a Division school provided:
  - 5.1 A tuition agreement is in place between the First Nation and the Saskatchewan Rivers School Division, or
  - 5.2 A written agreement to pay tuition fees for each designated student has been received from the First Nation or Indian and Northern Affairs Canada.
6. Foreign students including those sponsored by Saskatchewan Rivers Public School Division supporters may be enrolled in a designated school upon payment of non-resident tuition fees established, provided the students are issued a visa by Immigration Canada.

"Landed Immigrants" who have established residence in the Saskatchewan Rivers Public School Division shall be considered resident pupils.
7. Where initiatives of the Department of Education or non-government organizations meet with the approval of the Director or Division itself initiates one-on-one student exchanges with students from another province or country, tuition fees shall not be levied. A maximum of six such exchanges shall be permitted during each school year.

Application for enrollment of foreign exchange students must be submitted to the Director by May 1<sup>st</sup> of each year.

8. The principal shall follow Administrative Procedure 705 for students outside of the boundaries of the school division and shall also report these students to the CFO.
9. Secondary pupils who last attended school in another country may, prior to admission to school, be required by the principal to have their previous educational standing evaluated by their Superintendent.
10. Adults who have not yet reached the age of 22 wishing to enroll in the Division shall make application to their Superintendent, who shall consult with the affected principal before rendering a decision.
  - 10.1 Adults who have not yet reached the age of 22 may be required to pay a tuition fee as per Regulation 20 of *The Education Act, 1995*.
  - 10.2 Registered students who turn 22 during a school year are not affected by this policy.

Reference: Section 173(1), *The Education Act, 1995*  
Section 20, Education Regulations

Approved: May 12, 2014