**What documents are required to register my child for school?**

The parent or legal guardian must be present to provide the following **original** documents:

1. Student’s original Birth Certificate
2. Proof of legal status in Canada (for both parents and child(ren))

**For new immigrant/worker/student/refugee/diplomat please bring:**

* Permanent Residence Card/Confirmation of Permanent Residence document and passport
* Work Permit and passport – with parent(s)’ employment letter
* Study Permit and passport – with parent(s)’ program admission letter that indicates the parent is a full-time student at a designated learning institution
* Refugee Claimant Paper
* Diplomatic Card and passport

**For Canadian(s), please bring:**

* Passport and Citizenship Card and Birth Certificate

1. Proof of Address (purchase or rental agreement or recent utility, cable, or telephone bill)
2. Proof of Immunization (records since birth with certified English translation)
3. Proof of Medicare (a receipt from Service New Brunswick that you have applied for Medicare also serves as proof) or medical insurance for the **duration of studies**
4. Previous School Record (with certified English translation, if available)
5. Other relevant documentation involving guardianship or custody (Custodianship declaration form can be found at <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/prepare/minor-children.html> , a sample consent letter for children travelling abroad can be found <https://travel.gc.ca/travelling/children/consent-letter> )<http://www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf>, etc.

Please bring these documents with you to your registration appointment and we will make copies for the student file(s). Any missing documents may delay the registration process.