APPENDIX II

The following are suggested formats for Student Registration Forms to verify parental/legal guardian lawful admission to Canada and residency in British Columbia. This information must be included in the student records.

**STATUS OF PARENT/GUARDIAN (ADMISSION TO CANADA AND RESIDENCY) - FORM A**

(if parents are deceased, use Form B)

To be completed and signed by a parent or legal (court-appointed) guardian. (If legal guardian, attach copy of court order appointing you as legal guardian).

(Lawfully Admitted into Canada)

1. I am (please X one):
   - [ ] A Canadian citizen (if not born in Canada, please attach a photocopy of citizenship paper/card)
   - [ ] A Permanent Resident (landed immigrant) (attach photocopy of landed immigrant status paper or PR card)
   - [ ] Lawfully admitted into Canada under the Immigration and Refugee Protection Act (Canada) with one of the following documents (please mark the appropriate box below and attach photocopy of document):
     - [ ] Admission as a refugee or refugee claimant
     - [ ] Valid student permit for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
     - [ ] Valid employment authorization (work permit) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
   - [ ] A person carrying out official duties under the authority of the Visiting Forces Act or as an accredited diplomatic agent, preclearance officer, consular officer or official representative in Canada of a foreign government with a consular post in British Columbia.
   - [ ] Other - Document description: (must be cleared with Citizenship and Immigration Canada)

(Residency in British Columbia)

2. I am a resident of British Columbia (please X one):
   - [ ] Yes Residency address:________________________________________________________
   - [ ] No I am not a resident of British Columbia

Confirming signatures:

3. Parent/Legal Guardian’s name:______________________________________________________

   Parent/Legal Guardian’s signature:__________________________________________________

   Date: ___________________________________________________________________

Student Records Requirements & Best Practice Guidelines 2012