

PLEASE PRINT

Please note that **all of the following documents**, except where indicated otherwise, must be returned for each student at the time of registration in order to be processed. Allow a minimum of 2 weeks for processing. Approval letters will be sent by mail.

Student Name: _____ **Grade 2009/10:** _____

All of the following documents MUST be returned at time of registration	Returning Student	New Student	Office Use
1. This Registration Checklist	✓	✓	
2. Registration Form	✓	✓	
3. Grades 4-9 Course Selections	✓	✓	
4. Copy of Psycho-Educational Assessment where one exists	✓	✓	
5. Registration Questionnaire		✓	
6. Student Cumulative/Confidential Records Release Form (we may contact your current school prior to June 30, 2009)		✓	
7. Copy of most current progress report/assessment/report card		✓	
8. Copy of student Birth Certificate. If student is not a Canadian citizen, a copy of visa or other document by which the student is lawfully admitted to Canada for permanent or temporary residence.		✓	
9. Guardianship/Custody documents, if applicable		✓	

School Division Use of Personal Information

Once the information is collected and compiled, Christ the Redeemer Catholic Schools believes the uses listed below are part of a vital, healthy and functioning school and participation of all students is important and encouraged. Here are examples of activities where the information may be used:

- the taking of individual, class, team or club photos for school purposes.
- the use of student name, photo and comments for school publications.
- the use of students' names in honour rolls, work ethic (listings), graduation ceremonies, scholarship or other awards within the school or school board.
- the use of students' names and academic information necessary for determining eligibility or suitability for provincial, federal or other types of awards or scholarships in the event the board applies on a student's behalf.
- the taking of photos and/or videos at field trips, sporting events, and workshops, and their use by the media or other organizations where students are not interviewed or identified by name or face. Where individual students are identified or interviewed and the materials will be used outside the school, a separate and specific consent will be required. You will be contacted prior to this event taking place. Please note that photos and/or videos of school activities that are open to the general public may be taken and used for purposes within and outside of the school.
- the use of students' names on artwork or other creative work or material of students displayed at school or school board site or at a school board sponsored display in the community, provided the copyright release form is properly completed. (Note: this relates to the *Copyright Act (Canada)*, NOT the *F.O.I.P.P. Act*).

THIS SECTION FOR OFFICE USE ONLY

Date Received

Entry Code	
# Children Registered	
Counsellor Assigned	

Intake Registrar Trevlac Records Finance

PLEASE PRINT

Student Legal Last Name _____ Legal First & Middle Name(s) _____ M/F _____ Grade 2009/10 _____ Birthdate: (m/d/y) _____

Preferred Last Name _____ Preferred First Name _____ Citizenship _____ Catholic? Yes No

Student lives with: Mother Father Legal Guardian Independent Student Other (specify) _____

Student's Mailing Address _____ City/Town & Province _____ Postal Code _____

Student's Street Address (or if rural, Legal Land Description) _____ City/Town & Province _____

(Area Code) Home Phone Number _____ Legal Guardian Email Address _____ Alberta Education ID Number _____

Mother/Legal Guardian Last Name _____ First Name _____ (Area Code) Home Phone _____ Work Phone _____ Cell/Other _____

Father/Legal Guardian Last Name _____ First Name _____ (Area Code) Home Phone _____ Work Phone _____ Cell/Other _____

Mailing Address of parent if different than student _____ City/Town & Province _____ Postal Code _____

Name of Resident School Board _____ Name of school attended in 2008-09 _____

Student has been identified as having special learning needs and/or has had an Individual Pupil (Education) Plan? Yes No

According to Section 10 of the *School Act* and Section 23 of the *Canadian Charter of Rights and Freedom*, a student is eligible to receive instruction in French if:

- Either parent's mother tongue is French (French was the first language learned & understood by one of the parents)
- Either parent was educated in French in Canada
- One or more children in the family have received primary or secondary school instruction in French in Canada

Is the child eligible to receive French language education? Yes No

If so, do you wish to exercise this right? Yes No

If you are an Aboriginal person, please specify: Status Indian/First Nations Non-Status Indian/First Nations Metis Inuit

(Alberta Education is collecting this personal information pursuant to *Section 33(c) of the F.O.I.P.P. Act* as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. For further information or if you have questions regarding the collection activity, please contact the office of the Director, Aboriginal Policy, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5 (780)427-8501.)

I hereby certify that:

1. The above information is correct to the best of my knowledge and the student is a resident of Alberta;
2. I have read and understood the "School Division Use of Personal Information" section in this registration package; and
3. I will comply with the technical requirements and funding summary as outlined on pages 9 and 12 of the 2009-2010 Registration Handbook and included in this registration package.

Signature of Independent Student or Legal Guardian _____ Date _____

Approved by Principal _____ Date _____

The information requested on this form is being collected pursuant to the *School Act*, the *Student Records Regulation AR 71/99* and pursuant to *Section 33(c) of the F.O.I.P.P. Act* for the establishment of a student record as the collection is related directly to and is necessary to a school board's obligation to provide a school environment (e.g., program placement, determination of eligibility and/or suitability for provincial or federal funding). Personal information may also be provided to the Minister of Education for the purpose of carrying out programs, activities, or policies under his administration (e.g., research, statistical analysis). If you have any questions or concerns, please contact the F.O.I.P.P. coordinator at 46 Elma Street West, Okotoks, AB T1S 1J7 or telephone (403)938-2659/1-800-737-9383.

PLEASE PRINT

Student Name: _____ **Grade 2009/10:** _____

Core Courses (Grades 4-9)

- Please ✓ which delivery model you desire for each of these four core courses.
- A student's program may consist of a variety of delivery modes.
- All Grade 4-9 students are automatically enrolled in Physical Education and Health.

Teacher-Paced Online	<input type="checkbox"/> Math (Gr 4-9)	<input type="checkbox"/> Language Arts (Gr 4-9)	<input type="checkbox"/> Social Studies (Gr 4-9)	<input type="checkbox"/> Science (Gr 4-9)
Self-Paced Online *	<input type="checkbox"/> Math (Gr 7&8)	<input type="checkbox"/> Language Arts (Gr 6-9)	<input type="checkbox"/> Social Studies (Gr 6-9)	<input type="checkbox"/> Science (Gr 6-9)
Correspondence *	<input type="checkbox"/> Math (Gr 7&8)	<input type="checkbox"/> Language Arts (Gr 6-9)	<input type="checkbox"/> Social Studies (Gr 6-9)	

* Students are advised to take teacher-paced online courses unless they have a good reason and the self-discipline required for self-paced/correspondence courses. Please consult with our office for program planning assistance.

Elementary Option Courses (Grades 4-6)

- **Students enroll in two (2) Elementary options** – please ✓ beside your choices below.
- Catholic Religious Studies is a required course for students registering as Catholic (optional for other students).
- Elementary Options are only available as teacher-paced online courses and run full-year (October to May).

Catholic Religious Studies Music Art Intro to French Intro to Spanish

Junior High Option Courses (Grades 7-9)

- **Students enroll in one (1) Junior High option per semester** – please ✓ your choices below (one option per semester).
- Catholic Religious Studies is a required course for students registering as Catholic (optional for other students).
- Junior High options are only available as teacher-paced online courses.

Semester 1 (Oct–Jan)

<input type="checkbox"/> Intro French *	<input type="checkbox"/> Special Projects	<input type="checkbox"/> Careers (Gr 8&9)	<input type="checkbox"/> Computers
<input type="checkbox"/> Intro Spanish *	<input type="checkbox"/> Study Skills	<input type="checkbox"/> Art *	

Semester 2 (Feb–May)

<input type="checkbox"/> Intro French *	<input type="checkbox"/> Special Projects	<input type="checkbox"/> PAT Prep (Gr 9)	<input type="checkbox"/> Multimedia
<input type="checkbox"/> Intro Spanish *	<input type="checkbox"/> Wildlife	<input type="checkbox"/> Foods	<input type="checkbox"/> Art *

Full Year (Oct–May) Catholic Religious Studies **

* Intro French, Intro Spanish and Art are repeat courses so students will only enroll in these courses once.

** Students taking Catholic Religious Studies are not required to, but may sign up for one option in addition to the full-year Religion course.

PLEASE PRINT

Student: _____ Birthdate: _____ Grade 2008/09: _____
(m/d/y)

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(m/d/y)

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(m/d/y)

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(m/d/y)

Student: _____ Birthdate: _____ Grade 2008/09: _____
(m/d/y)

Student: _____ Birthdate: _____ Grade 2008/09: _____
(m/d/y)

School/Home School attended in 2008-2009

Location

School Phone Number (include area code)

School Fax Number

NOTICE TO SCHOOL

Please send student file to:

Attn: Student Records
The Centre for Learning@HOME
Box 137, Bay 1 – 22 Elizabeth Street
Okotoks, AB T1S 2A2

PLEASE PRINT

**In order to better serve your family and to best meet the educational needs of your student,
please complete this questionnaire.**

(Not required for Traditional Home Education Registrations)

Student Name: _____ Grade: _____ Completed by: _____
2009/10 Legal Guardian

All Programs – Complete questions 1-8:

1. Why have you selected The Centre for Learning@HOME's program offerings?
2. What was your child's schooling program for 2008-2009 (home education, blended, online, distance education or traditional school)?
3. Was the last program you followed successful? Why or why not?
4. Has your child ever received a special education code from Alberta Education? If yes, code:
5. Has your child ever had a Psycho-Educational Assessment completed by a Psychologist? If yes, please attach a copy of any IPP or Psycho-Educational Assessments.
6. Are you planning to be away from your permanent address for any extended period of time? If yes, please explain.
7. What are your child's interests/out of home activities?
8. Who is the parent/guardian primarily responsible for the child's program? Does this person work outside of the home? If so, please explain the supervision in place.

For students doing any CFL@HOME courses (online or correspondence), please answer questions 9-11:

9. Has your child ever received extra help outside of the classroom or been part of a Learning Support Program or Resource Program? If so, please provide details.
10. If your child attended a traditional school in 2008-2009, please check the answer that best describes your child's attendance:
 Missed less than 5 days of school Missed between 5-20 days of school Missed over 20 days of school
11. Has the student completed any online course with St. Paul's Academy or The Centre for Learning@HOME previously? If so, what course(s) and when?

High School Students only, please answer questions 12 -14:

12. Are you intending to work during the school year? If so, how many hours per week?
13. Are you taking courses at any other school during 2009/10? If yes, list the school and courses.
14. If you have not been attending a school program this past year, please explain your circumstances.

JUNIOR HIGH OPTION COURSE DESCRIPTIONS

Junior High Spanish and French

These courses focus on an appreciation of languages and will prepare the student for further exposure to languages in high school.

Careers (only for gr. 8/9 students):

The Careers course is designed to introduce students to the world of work and the efforts and skills required not only to get a job, but also to keep that job. A particular emphasis will be placed on job satisfaction, identifying personal attributes, and work as an extension of gifts and talents.

Study Skills:

This course is designed to assist students who may require extra assistance in exam preparation, organization, and academic strategies. This is an excellent course to help students prepare for the demands of the junior high and high school program and allows students to use daily skills to enhance their academic performance. There has been a direct correlation between students involved with this option and getting better grades in Junior High courses.

Special Projects:

The Junior High Special Projects Course is similar to the high school model as it allows students to design their own course that may not be offered by St. Paul's Academy. The project to be covered is arranged between student and teacher could include such areas as photography, animal care, dance, volunteerism, mechanics, carpentry, etc. The student looks at a particular area of interest to them and then designs a course around this. The course is evaluated using a student portfolio and journal that is submitted to the teacher. This course allows the student to tap in to an area of personal interest and tie it into their school program.

Computers:

The computers course is based on such things as operating systems, Windows based applications and features, email and Internet basics, Spreadsheet and data management, as well as basic software applications.

Art:

Art will consist of Weekly and Bi-Weekly Assignments/Projects. Some of these projects will include: A collage, Pencil/Crayon Sketches, Painting with Water Color, Thanksgiving/Remembrance Day/Christmas Projects, Making Decorative Gift Soap, Reflections (Taking half a photograph and sketching the other half), Create Your Own Concrete Stepping Stones, T-Shirt Painting, etc. There will also be opportunity for the students to choose a project of their own.

Note: Majority of the projects will get sent in by mail. Some projects a digital camera will be required. (You will need to take photographs of your finished project and email them to your teacher.)

Religious Studies 7/8/9 (mandatory for all full-time online students registered as Catholic):

All units of study will center around the Apostles' Creed. Students will examine The Life of Grace God intended for us. The terms and theologies of Catholicism will become clearer as students learn about the Catholic religion. Students will learn, together that what God says is good and finally generate ways we can live according to God's will.

The main focus of the Religious Studies program is to allow each student opportunities to examine and develop the attitudes and virtues that are necessary to make the profession of faith have a lasting and meaningful impact on their lives.

Foods:

This junior high class introduces students to food basics such as making wise food choices, proper handling of foods and the importance of safe and efficient work habits. With in this, students will have the opportunity to learn and have hands on approach to baking, preparing snacks and appetizers, buying and preparing fast and convenience foods, and the study of ethnic foods, the preparation and customs relating to Canadian Heritage foods.

Multimedia

Students should have completed Computers at St. Paul's Academy prior to enrolling in Multimedia. The following topics are covered in Multimedia:

- Survey of Multimedia
- Defining Multimedia
- Utilizing Text to Communicate Effectively
- Using Graphics to Send a Message
- Audio as a Tool for Communicating
- Video Communication
- Animation
- Presentation Software
- Independent Project

Wildlife:

This course introduces a student to "What is Wildlife" and focuses on Ecosystems and Wildlife Conservation and Preservation. The course further studies the diversity of wildlife, the structure, behavior and habitat of an Alberta wildlife species and finally compares Alberta's wildlife with wildlife in other parts of the world.

PAT Prep (Provincial Achievement Test Preparation)

This course supports students in Grade 9 with extra review of key concepts and study skills needed for Grade 10 and final exams at the end of Grade 9. *** Please note that full-time online students who have less than 60% in a grade 9 core course (math, language arts, science, or social studies) will be placed in the PAT Prep Course to help prepare for these exams.***

ST. PAUL'S ACADEMY TECHNICAL (Hardware/Software) **REQUIREMENTS**

TEACHER-PACED and SELF-PACED ONLINE COURSES AND CFL@HOME
CORRESPONDENCE COURSES

- These technical requirements must be met before registering for any courses.
- Full-time online students must have their own computer.
- While some of our students use Macs, we are not able to provide technical support for Macintosh/Apple hardware/software. Students and parents should be very familiar with both PCs and Macs if considering the use of a Mac computer.

SYSTEM REQUIREMENTS

- Processor Speed - 1 Gigahertz (GHz) or higher
- RAM Memory – minimum 1 Gb
- Hard Disk Size – minimum 10 Gb
- Operating System – Windows XP or Vista

REQUIRED HARDWARE

- 56k Modem or 10/100/1000 Network Interface Card
- CD-Rom Drive
- Sound Card with Speakers
- Microphone
- Scanner
- Printer

REQUIRED SOFTWARE

- Application Software – Office 2000 (minimum), 2003 or XP (MUST include MS Word, MS Excel, MS PowerPoint)
- Browser – Internet Explorer (free download)
- Anti-Virus – Norton Anti-Virus 9 or equivalent; Norton AV 10 strongly recommended (avoid McAfee as it conflicts with our online quiz program)

OTHER

- Internet access (high speed cable/DSL or satellite in rural areas is strongly recommended)
- Technical support (support not available for privately-owned computers)

REQUIRED SOFTWARE DOWNLOADS (FREE FROM INTERNET)

- Acrobat Reader (<http://www.adobe.com/products/acrobat/readstep2.html>)
- Windows Media Player - included on all Microsoft machines. To update it go to the Windows update page (Internet Explorer, click: Tools/Windows Update; click on "Windows Family" > "Windows Media Player" (under "Technologies") > "Downloads" (under "Resources") > select appropriate version.
- QuickTime (<http://www.apple.com/quicktime/download/>) Under 'Download the free player' click 'Free Download Now'.
- Macromedia Shockwave (<http://sdc.shockwave.com/shockwave/download/download.cgi?>)

RECOMMENDED ITEMS

- Use www.typingweb.com (free trial) or purchase Mavis Beacon Teaches Typing, especially if your child has limited typing skills
- High Speed Internet (cable/DSL or satellite in rural areas)
- USB Flash drive (memory stick) to help move/save files

NOTE: These technical requirements must be met before registering for any CFL@HOME courses.