



## ABBOTSFORD TRADITIONAL SECONDARY REGISTRATION CHECK-LIST

Please complete and return all documents at the same time. Incomplete registration packages will not be processed. **Use this checklist to make sure you have the complete package before submitting it.**

- Completed 4-page registration form. Please ensure the parent/guardian has signed all necessary documents.
- Copy of the students' birth certificate or passport.
- Copy of parent/legal guardians' birth certificate, passport, or citizenship card.
- The biological parent/legal guardian must provide proof of residency, and provide ONE of the following:
  - Mortgage document
  - Property Sale agreement
  - Utility Bill
  - Rental or Lease agreement
  - Property Tax notice
  - Home Insurance document
- In addition, ONE of the following documents containing the name and address of the parent/guardian:
  - Child Tax credit
  - Current Income Tax assessment
  - Current year T4 (*or another government issued document such as an MSP bill – **Driver's Licenses will NOT be accepted***)
- Copy of the students' CareCard.
- Copy of the students' most recent report card.
- Every student is required to complete the following google consent forms:
  - Bring Your Own Device (BYOD)
  - Google for Education
  - One-to-One Chromebook Agreement
- Course selections should also be done at this time. Course selection sheets are provided in this package and the complete course guide can be found online under the "student services" tab on the ATSS website. New students must complete the paper form. Only existing students course plan online.

### **PARTIAL REGISTRATION PACKAGES WILL NOT BE ACCEPTED**

**Registration packages MUST be complete, meaning all the required documents are attached. When you have submitted a complete package, the information will then be passed onto our administration team. Course availability will determine how many students will be accepted for the school year. You will be notified by telephone as to your potential acceptance once this information has been determined.**