

HWDSB-CCE REGISTRATION FORM

CREDIT INTERNATIONAL LANGUAGES 2019-2020

Notice of Collection and Use of Personal Information

Personal information on this form is collected under the legal authority of the Education Act and in compliance with the Municipal Freedom of Information and Protection of Privacy Act [MFIPPA]. It will be used for planning and delivering educational programs and services which best meet students' needs and for reporting to the Ministry of Education as required. If you have any questions or concerns, direct them to your school principal at jwmoore@hwdsb.on.ca, 905-561-2190 or to the Board's Privacy Office at 905-527-5092

PART A: STUDENT INFORMATION									
Legal Last Name:			Legal First Name:			Middle Name		D.O.B. MM/DD/YYYY	
Telephone Home/Cell			Student Number (ESIS or PowerSchool)			Personal email address <i>(HWDSB students must use HWDSB account)</i>			
Street Address				Apt #		City/Town		Postal Code	
OEN #: <div style="display: flex; justify-content: space-around; width: 100%;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>									
Status: <input type="checkbox"/> HWDSB STUDENT <div style="background-color: yellow; padding: 2px; margin: 2px 0;">Students with status listed below must also complete a 'Pupil Registration Form' and provide proof of eligibility and Ontario address at time of registration</div> <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> ADULT STUDENT <input type="checkbox"/> VISA STUDENT <input type="checkbox"/> NON-HWDSB DAY SCHOOL STUDENT </div>									
NOTES: 1. PLEASE READ REGISTRATION AND PROGRAM INFORMATION ON PAGE 2 OF THIS PACKAGE. 2. All day school students must have school authorization for every course 3. A refundable \$80.00 Textbook Deposit (CASH ONLY) <u>may</u> be collected on the second day of classes (if a textbook is required). 4. A fee of \$1662.50 (2019-2020) per course is required for all International students. Contact the Assessment Centre at 905-521-2554 ext. 2324 – please call ahead.									
PART B: COURSE SELECTION (EXAMPLE –ENG4U1)									
1 ST CHOICE <div style="border-bottom: 1px solid black; width: 100%; margin-top: 5px;"></div>									
PART C: DAY SCHOOL INFORMATION & AUTHORIZATIONS									
Current Day School (if applicable):									
<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Name of Counselor (PRINT)						<div style="font-size: 2em; font-weight: bold; margin-bottom: 10px;">School Stamp or Seal</div> <div style="font-size: 0.8em; font-weight: bold;">(STUDENT SERVICES – PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS)</div>			
<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Signature of Counselor									
<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Name of Principal/Designate (Print)						<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Signature of Principal/Designate			
ADDITIONAL NOTES:						<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">Signature of Parent/Guardian</div> <div style="width: 45%;">Signature of Student (if over 18)</div> </div> <div style="font-size: 0.8em;">*by receiving materials I agree to comply with the CE Academic Honesty policy (www.hwdsb.on.ca/ce)</div>			
PART D: FOR CCE OFFICE USE ONLY									
DATE OF REGISTRATION: _____ APPROVED BY CE COUNSELLOR: _____									
INFORMATION CONFIRMED BY, CE STAFF: _____									

HWDSB-CE PROGRAM AND REGISTRATION INFORMATION CREDIT INTERNATIONAL LANGUAGES 2019-2020

Courses:

Arabic Levels 3 & 4 - Monday & Wednesday evenings from 6 p.m. to 9:30 p.m. at Continuing Education City Learning Centre, starting September 23, 2019, ending January 15, 2020

Mandarin Levels 3 & 4 - Monday & Wednesday evenings from 6 p.m. to 9:30 p.m. at Continuing Education City Learning Centre, starting September 23, 2019, ending January 15, 2020

German Levels 1-4 - Saturday mornings from 9:00 a.m. to 12:30 p.m. at [Ray Lewis Elementary School](#), starting September 7, 2019 (registration day), ending May 30, 2020

Korean Levels 1-4 - Saturday mornings from 9:00 a.m. to 12:30 p.m. at [Ray Lewis Elementary School](#), starting September 7, 2019 (registration day), ending May 30, 2020

Polish Levels 1-4 - Wednesday evenings from 6 p.m. to 9:30 p.m. at Continuing Education City Learning Centre, starting September 25, 2019, ending May 14, 2020

Locations:

Continuing Education – City Learning Centre, 110 King Street West, Hamilton, Suite 606 (above the Food Court in Jackson Square).

Ray Lewis Elementary School, 27 Jessica Street, Hamilton (near Rymal and Upper Wentworth)

Registration:

HWDSB SECONDARY SCHOOL STUDENTS:

Parents and students should consult with their day school Guidance Counselor regarding diploma requirements, course selections, and prerequisite courses. HWDSB Day School Students **MUST** have school authorization to take ANY course. **Registration is done AT YOUR SCHOOL with your Guidance Counsellor. Bring your registration form to the first class.**

SECONDARY SCHOOL STUDENTS FROM OTHER BOARDS:

Parents and students should consult with their day school Guidance Counselor regarding diploma requirements, course selections, and prerequisite courses. Day School Students **MUST** have school authorization to take ANY course.

Visit the Hill Park Learning Centre, Continuing Education Office to register in person.

You will be required to provide the following: Proof of eligibility, proof of address, current transcript or status sheet, authorized registration form. See <http://www.hwdsb.on.ca/cce/register-with-ce/> for details.

ADULTS:

Visit the Hill Park Learning Centre, Continuing Education Office to register in person. **You will be required to provide the following: Proof of eligibility and proof of address.**

See <http://www.hwdsb.on.ca/cce/register-with-ce/> for details.

For adults not currently registered with CE, providing an up to date Transcript or Status Sheet with details about your credit history will help us to offer you better support and counselling.

VISA STUDENTS:

Parents and students should consult with their day school Guidance Counselor regarding diploma requirements, course selections, and prerequisite courses. Day School Students **MUST** have school authorization to take ANY course.

Visa students must pay for their course in advance at the Welcome Centre – please call in advance 905-521-2554, ext. 2324. 2019-2020 Visa fee is \$1662.50 per course.

PLEASE NOTE:

- More than 3 absences or unacceptable behaviour will result in the student being withdrawn from the course.
- Classes can be cancelled, combined or relocated due to insufficient enrolment. If your class is cancelled you will be contacted by Continuing Education staff to discuss other options.

Visit Our Website: www.hwdsb.on.ca/cce