



# ST. BONIFACE DIOCESAN HIGH SCHOOL

## INTERNATIONAL STUDENT APPLICATION PROCESS 2021-2022

**STEP 1** Complete the ***Application for Admission*** form and attach all required documentation. A complete registration must include the following:

- A completed ***Application for Admission*** form
- Original transcripts of the last school year
- A current photograph
- A non-refundable Registration fee of \$200.00 in Canadian currency (All payments can be paid only in cash, certified cheque or money order)

**STEP 2** Forward the complete package to:  
**St. Boniface Diocesan High School**  
**282 Dubuc St.**  
**Winnipeg, MB Canada R2H 1E4**

**STEP 3** Acceptance and Grade placement of the student will be determined by the school Administration.

- An initial ***Letter of Acceptance*** will be prepared for the student to obtain their Study Permit, once the complete Registration has been received.
- A minimum tuition deposit of \$1500.00 (Canadian) must be paid to the school upon receipt of this ***Letter of Acceptance***. **The tuition deposit will be refunded only if the Study Permit application is declined.**
- Proof of accommodation with a host family. Students must live with and be under the care of a host family during the entire duration of their studies at SBDHS or risk being removed from the school.
- Parental/Guardian permission is required to communicate with host family.

**STEP 4** Once the student's Permit has been approved, and an interview or Skype with Administration has been completed, a ***Formal Letter of Acceptance*** will be provided, outlining all necessary requirements for acceptance to St. Boniface Diocesan High School.

**STEP 5** Once formally accepted, the following documents and tuition must be on file *before the student begins classes*:

- Copy of Student's Birth Certificate
- Copy of Student's Current Study Permit
- Proof of Medical Insurance (application for medical insurance may be made through the school with full payment)
- Remaining tuition balance paid in full



## INTERNATIONAL STUDENT TUITION SCHEDULE 2021-2022

### **APPLICATION FEE:**

\$200.00 payable upon registration (non-refundable)

### **TUITION FEE:**

\$11,000.00

- \$1500.00 to be paid upon receipt of the **Letter of Acceptance**.
- \$9500.00 to be paid prior to the 1<sup>st</sup> day the student begins classes.  
\*this includes \$55 donation to St. Boniface Diocesan High School's Capital Building Fund
- Family Rate (*applicable only after completion of 1<sup>st</sup> year at SBDHS*)  
\$11,000.00      1<sup>st</sup> student  
\$9050.00      2<sup>nd</sup> and subsequent student(s) of same family

**NOTE: Tuition will be prorated if student enrolls after September 30<sup>th</sup>.**

### **REFUND POLICY:**

1. International Student tuition fees are non-refundable unless one of the following occurs:
  - Visa is declined.
  - There is a death in the student's immediate family or serious illness of the student which necessitates the student to return home.
  - The student and/or parents become a 'Landed Immigrant' before September 30<sup>th</sup> of the academic year. (refund will be the difference between International and Regular student fees)

**\* NOTE: Documentation is required for any of the above, to be considered for refund**
2. No refund of the tuition fee will be given if any of the following conditions apply:
  - The student is removed from the program because of:
    - A violation of St. Boniface Diocesan's Policies & Procedures
    - Engaging in illegal activities
  - The study permit is revoked by Citizenship & Immigration for just cause.
  - The student and/or parents become 'Landed Immigrants' before September 30<sup>th</sup> and choose to attend another school.
  - The student and/or parents secure a Study Permit or Work Permit before September 30<sup>th</sup> and choose to attend another school.



## IMPORTANT INFORMATION FOR INTERNATIONAL STUDENTS

### **SBDHS APPLICATION PROCESS**

As part of the application process, a scheduled interview for the student and parent/guardian will take place with either the Principal or Vice-Principal at SBDHS. Students will need to bring the following for this interview:

- Student passport and Study Permit
- Payment for health insurance
- Current report card

After the interview, a decision will be made whether or not SBDHS is able to accommodate student. If the student is accepted, a timetable will be made along with arrangements for the student to familiarize him/herself with school facilities. Since SBDHS does not offer ESL programming, students will attend regular classes and be integrated with the local Canadian students.

### **HEALTH INSURANCE**

The Health Insurance offered by our program is mandatory and is provided through StudentGuard. Students do not need to purchase additional travel insurance, as coverage from the StudentGuard Policy will begin on the date of departure from the home country. The student is insured in all other countries but their home country. Visit [www.guard.me](http://www.guard.me) for full policy details.

### **STUDY PERMIT & VISA**

All new International Students (for academic credit) at SBDHS are required to obtain a Study Permit. Please refer to the Canadian Immigration & Citizenship website for information on how to apply for a study permit from outside Canada: [www.cic.gc.ca/english/information/applications/student.asp](http://www.cic.gc.ca/english/information/applications/student.asp). In addition, it is recommended that students obtain a multiple entry visa as some students may wish to return home during holidays. It may also be beneficial for students to obtain a United States Visitor Visa in the event of travel across the US border (only a few hours travel from Winnipeg by vehicle). SBDHS will require copies of the student's study permit, visa and passport for its records.

### **EXTENDING A STUDY PERMIT**

It is important for International Students to apply for study permit extensions before the expiration of their existing permit. Application processing times vary and can take a few months for Citizenship and Immigration Canada (CIC) to process. If the study permit expires before an application for extension is made, additional fees may apply. For complete instructions (Instruction Guide, Application Form, Document Checklist, Use of Representative Form, etc.) refer to the Citizenship and Immigration Canada website at: [www.cic.gc.ca/english/information/applications/extend-student.asp](http://www.cic.gc.ca/english/information/applications/extend-student.asp).

### **Questions?**

- Contact Citizenship and Immigration Canada at 1-888-242-2100
- Visit the nearest Citizenship & Immigration Office at the Forks, Johnston Terminal Building, 4<sup>th</sup> floor



## IMPORTANT LINKS

- I. St. Boniface Diocesan High School Website  
[www.sbhs.net](http://www.sbhs.net)
- II. Province of Manitoba  
[www.manitoba.ca](http://www.manitoba.ca)
- III. Citizenship & Immigration Canada  
[www.cic.gc.ca](http://www.cic.gc.ca)  
  
Student Permit Application:  
[www.cic.gc.ca/english/study/study.asp](http://www.cic.gc.ca/english/study/study.asp)  
  
Study Permit Extension Application:  
[www.cic.gc.ca/english/information/applications/extend-student.asp](http://www.cic.gc.ca/english/information/applications/extend-student.asp)
- IV. Winnipeg Transit  
<http://winnipegtransit.com/en>
- V. City of Winnipeg 311 Information Service  
[www.winnipeg.ca/interhom](http://www.winnipeg.ca/interhom)
- VI. Tourism Winnipeg  
[www.tourismwinnipeg.com](http://www.tourismwinnipeg.com)