



**VANCOUVER BOARD OF EDUCATION**  
**LATE CROSS BOUNDARY APPLICATION**

OFFICE USE ONLY  
 Date application is received  
 at requested school:  
 \_\_\_\_\_  
 DAY / MONTH / YEAR & TIME

This form is to be used for late Cross Boundary Applications only. Requests for transfer to the regular English program at a non-catchment school received after the last Friday in February and by the second Friday in June are considered to be late Cross Boundary Applications.

**Instructions**

1. Read the district policy regarding the cross boundary late transfer application process on the back of this application form
2. Complete a separate cross boundary late transfer application form for each requested school.
3. Applications will be accepted at requested schools beginning the first Monday in March.
4. The cross boundary late transfer application deadline is the second Friday in June.

**ENROLLMENT PRIORITIES FOR LATE CROSS BOUNDARY APPLICANTS**

*Subject to the availability of physical space, resources, staffing and/or educational programs available or planned as defined by the district.*

- 1<sup>st</sup> Siblings of continuing non-catchment students who will be concurrently attending the regular program at the same school.
- 2<sup>nd</sup> Non-catchment students enrolled in on-site daycare or whose childcare needs are provided within the school catchment (priority applies to K-7 only).
- 3<sup>rd</sup> Non-catchment students.
- 4<sup>th</sup> Non-district students.

**Sibling Information**

Does the cross boundary late transfer applicant have a sibling who will be concurrently attending the regular program at the same school?

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
DAY MONTH YEAR  
 YES  NO  If yes provide the name and birthdate of the sibling

**Background Information**

School Requested: \_\_\_\_\_ For Grade: \_\_\_\_\_  
 Current School: \_\_\_\_\_ Grade: \_\_\_\_\_ Catchment School (if Different): \_\_\_\_\_  
 Student's Legal Last Name: \_\_\_\_\_  
 Student's Legal Given Name(s): \_\_\_\_\_  
 Birthdate: \_\_\_\_\_ Gender: MALE  FEMALE  Student #: \_\_\_\_\_ or PEN: \_\_\_\_\_  
DAY MONTH YEAR  
 Student's Primary Place of Residence: \_\_\_\_\_  
APT NUMBER STREET CITY POSTAL CODE  
 Telephone (Res): \_\_\_\_\_ (Parent/Guardian Cell Phone): \_\_\_\_\_  
 Parent/Guardian e-mail: \_\_\_\_\_

**I certify that all of the above information is true and correct as of the date of application.**

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Name (please print): \_\_\_\_\_

**FOR OFFICE USE ONLY:**

The request to attend \_\_\_\_\_ School  has been accepted  has not been accepted  
 has been placed on the late cross boundary waitlist (expires Sept. 30<sup>th</sup>)

Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

**DISTRIBUTION KEY:**  
 Green: Parent/Guardian Pink: Requested School  
 Yellow: Current School Gold: Neighbourhood School

**PLEASE NOTE:**  
 IF ACCEPTED, A COPY OF THIS FORM SHOULD BE KEPT  
 ON FILE UNTIL THE STUDENT LEAVES THE SCHOOL.

# LATE CROSS BOUNDARY APPLICATIONS

## Group 3 Students

Requests for transfer to a non-catchment school received after the last Friday in February and by the second Friday in June are considered to be late cross boundary applications.

District students making a late cross boundary application must first be registered at their catchment school to be considered in the late cross boundary process.

### Group 3 Students – Enrollment Priorities for Late Cross Boundary Applicants

The priorities for enrollment of Cross Boundary Applicants are set out in the table below, subject to the rules that follow the table.

	<b>Student Category</b>	<b>Student Description</b>
3.1	Sibling of a Continuing Non-Catchment Student	The sibling of a continuing non-catchment student who will be attending the school concurrently
3.2	Non-Catchment Student - Daycare	A student of school age who is resident in the school district and who is enrolled in on-site daycare or whose child-care needs are provided within the catchment (applies to K-7 only)
3.3	Non-Catchment Student	A student of school age who is resident in the school district and not resident in the catchment area of the school
3.4	Non-District Student	A BC resident who does not reside in Vancouver

#### 7.1 Late Cross Boundary Application Process

Group 1 and 2 students have enrollment priority over students making late cross boundary applications.

#### 7.2 School Wait-List

Late cross boundary transfer applications will be date and time stamped when received by the requested school. Each school will maintain an ordered wait list of late cross boundary applicants until Sept 30 of the next school year.

When appropriate space in a school becomes available waitlisted students may be offered enrollment at the requested school.