

# **Admission Process for Non-Resident Students**

**International Students and Admissions Office  
August 2025**



# PRESENTATION OVERVIEW

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- VIII. International Students transitioning from Grade 8  
– Grade 9



# How to Find Us

External Landing Site: [www.StudyToronto.ca](http://www.StudyToronto.ca)



**TDSB  
International  
Education  
Programs**

International Students

- Our Office
- ▶ Future Students
- ▶ Current Students
- Arrival & Reporting
- Refund Policy
- Medical Insurance
- Resources
- Event Calendar
- Our Team



Kindergarten to Grade 12



Apply Now



Admissions for Non-Resident Students  
Tuition Fee-Exempt Students



International Students 18+



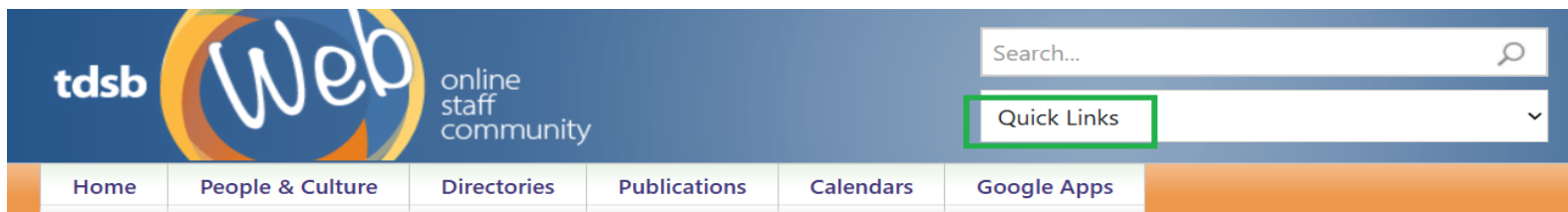
Pay Your Tuition



Homestay

# How to Find US

## Internal (Quick links):



## International Students and Admissions Office

**The International Students and Admissions Office (ISAO)** assists all international students interested in applying to the TDSB international education programs.

Our team provides support in the following areas:

- Processing international student applications
- Managing renewal, refund, and deferral requests
- Issuing enrollment confirmation letters for international students
- Arranging emergency medical insurance for eligible international students

In addition, the ISAO facilitates access to TDSB schools for other non-resident students who may qualify for fee-exempt status. In accordance with TDSB PR518 and Ontario 2024: SB16, the students' documentation will be reviewed, and admission letters will be issued to eligible students that meet the Ministry's requirements prior to registration at the local school by residential address. Please visit [Admission for Non-Resident Students/](#) page for more information.

## International Students and Admissions Office (ISAO)

### What do we assist with?

- Fee-paying International student applications
- **Admission of Non-Resident** students (non-fee-paying)
- Support school offices, external clients on all admission inquiries (Phone calls, emails, walk-ins)

# Non-Resident Students: Who Are They?

**Non-Resident Students:** International students other than Canadian citizens or Permanent Residents with temporary resident visa, such as:

- Refugee claimant documents or;
- Study permit in Canada.

*They could be fee-paying or fee exempt, depending on their status in Canada.*

# Non-Fee-Paying International Students

ISAO follows the Ministry Guidelines and TDSB policies in handling all admission requests:

- **Operational Procedure PR518**
- **Policy P061(2007)**
- **Ontario 2024: SB16**

## Students holding the following documents can register at school directly:

- Canadian birth certificate
- Canadian passport
- Parent's Canadian passport or citizenship card
- Canadian permanent resident card
- Confirmation of permanent residence from IRCC
- Convention refugees/Refugee Claimant Protection/Document
- **Acknowledgement of Claim and Notice to Return for Interview**
- Confirmation of refugee status from Refugee Board of Canada
- Parent's valid work permit, work permit approval letter
- **Approval in Principle Letter from IRCC** confirming permanent residence application
- Certificate of Indian Status



# Expired documents

Students with the following documents can enroll at school directly:

- Expired landing paper from IRCC
- Expired PR card
- Expired Refugee Claimant Protection/Identification Document

## Admission Letters

- An admission letter is issued if the student/family meets the Ministry requirements
- The Admission Letter will be emailed to the parent/legal guardian and the School.
- Students with valid admission letters should be entered in **PowerSchool** as “**Pupil of the Board**”
- The admissions Letter will indicate the **expiration date** and the status of the student in Canada
- The Admissions letter should be filed along with the student’s **Attestation Form** in the OSR

<https://www.tdsb.on.ca/internationalstudents/International-Students/Admissions-for-Non-Resident-Students>

## Students of the following categories should be directed to ISAO for an Admission Letter Prior to Registration at School:

- Students with a study permit
- Students whose parents are on a study permit
- Students whose parent is in the process of **applying** for a work permit
- Students whose parents are on a Canadian Forces Permit
- Students on a Travel Visa, Visitor's Visa or eTA to Canada whose admission may be subject to payment of fees to the TDSB
- Dependents of foreign diplomats
- Dependents of foreign Religious Clergy
- Students with no verification documents

# Sample Admission Letter



## TDSB International Students and Admissions Office

5050 Yonge Street, 1st Floor, Toronto, Ontario, Canada M2N 5N8  
Telephone: 416-395-8120 Fax: 416-395-8476  
Email: [StudyToronto@tdsb.on.ca](mailto:StudyToronto@tdsb.on.ca) Website: [www.StudyToronto.ca](http://www.StudyToronto.ca)

### School Admission Letter (SA001)

(To be completed by the International Students and Admissions Office)

Date:	28-Mar-2023	School:	Dixon Grove Junior Middle School
NFP ID:	6673	Country of Citizenship:	
Name:	XXXX, XXXX	Date of Arrival In Canada:	28-Aug-2022
DOB:	30-Jul-2009	Parent/Guardian:	XXXX, XXXXA
Address:	XX Dixon Rd ETOBICOKE ON M9W1J1	Phone:	4380000000

Status In Canada: Other Status

Permission is given for the above named student to attend school in the Toronto District School Board.


Valid From: 31-Oct-2022 Valid To: 31-Jan-2023

#### Note To School:

Student needs to obtain a new admissions letter from ISAO before the 2023 February enrollment.

A handwritten signature in black ink, appearing to read 'Fred X. Liu'.

Fred X. Liu  
Interim Senior Manager  
International Students & Admissions Office  
Toronto District School Board




**An admission letter from the International Student Admissions Office MUST be presented, reviewed and filed in OSR for students on Study Permit and parent on a Study Permit. Ensure all data is entered under **Other Student Information Tab** in PowerSchool.**


**Insurance Purchase is strongly recommended.**

# Entering Students in PowerSchool

- Instruction on Service IT



## INTERNATIONAL STUDENTS PROCESS



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**Menu Path: Start Page > Student Selection > Ontario Provincial Information**

This process is to input information for new fee-paying or non-fee-paying international students. Please note screen captures have non pertinent information removed to fit this page.

1. Search for and select students from the **Start Page** (if inactive put "I" in the search field).

**Start Page**

Students All 1

JK SK 1 2 3 4

2. Once student is retrieved, under Information click on **Province - ON**.

**Information**

Province - ON 2

**Registration**


Field Name	Value
Board Residence Status	Study Permit/Temp Resident (06) <span style="border: 1px solid black; padding: 2px;">3</span>
Other Pupil Paid By	
<b>Citizenship/Immigration</b>	
Residence Status	Study Permit/Visitor Record (12) <span style="border: 1px solid black; padding: 2px;">4</span>
Did this student's family come to Canada as refugees?	<input type="checkbox"/>
Country Of Citizenship	
Country Of Birth	
Province Of Birth	
Date Of Entry Into Canada	(YYYY/MM)
DOB/Name Source Document	Other (08) <span style="border: 1px solid black; padding: 2px;">5</span>

3. From the General Info tab, scroll down to the Registration section and click **Study Permit/Temp Resident** for Board Residence Status.
4. In the Citizenship/Immigration section, click **Study Permit/Visitor Record** for Residence Status.


Page 1 of 2

[tdsb.on.ca](http://tdsb.on.ca)

Instructions for International Students Registration - Work Instruction



## INTERNATIONAL STUDENTS PROCESS



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5. Click **Other** as the DOB/Name Source Document.
6. Click **Submit** to save changes.

**Accessing the International Students Tab**

1. Search for and select students from the **Start Page** (if inactive put "I" in the search field).

**Start Page**

Students All 1

JK SK 1 2 3 4

2. Once student is retrieved, under Information click on **Other Student Information**.

**Information**

Other Student Information 2

The International students tab displays:

3. TISP ID - The number is used by the International Students and Admissions Office to uniquely identify a fee-paying (8 digits) or non-fee-paying (4 digits) international student. When entering the TISP ID#, please start with **T**.
4. International Student Payment Status.
5. International Student Document Type.
6. Expiration Date (As shown on the **Official Letter of Acceptance or Admission Letter**, etc).

**International Students**

Field Name	Value
TISP ID	
International Student Payment Status	
International Student Document Type	
Expiration Date	MM/DD/YYYY <span style="border: 1px solid black; padding: 2px;">6</span>

If changes are made to the page, click **Submit** to save.

**End of Process**

Page 2 of 2

[tdsb.on.ca](http://tdsb.on.ca)

Instructions for International Students Registration - Work Instruction

# Non-Residents Turning 18

For most of the non-resident students, fee-exempt status would end once the students turn 18 years old.

- Students should be kept enrolled at current school until end of current semester as fee-exempt;
- Tuition fee shall apply for the subsequent semester;
- Students should be directed to ISAO to complete application, pay tuition and receive Official Letter of Acceptance
- Most new 18+ Non-Resident students are subject to paying tuition fee and shall be placed at adult schools

# Adult Students (18+)

## **Fee-Paying Adult Students:**

- International students with a study permit only
- Visitors to Canada enrolled in programs under 6 months
- Work permit holders enrolled in programs under 6 months
- Foreign nationals without qualifying immigration status or exemptions

## **Fee-Exempt Adult Students:**

- Canadian Citizens
- Permanent Residents
- Refugee Claimants or Protected Persons

## **Required Documentation for Refugee/Asylum Fee Exemption:**

- Protected Person Status Document
- Letter from Immigration and Refugee Board confirming Convention Refugee or Protected Person status
- Acknowledgement of Refugee Claim Letter
- Notice of Decision Letter
- Other official IRCC correspondence confirming refugee protection



# Student Changing Status

## **Fee-paying to non-fee-paying**

- Proper documentation is required
- **Status of student needs to be updated in PowerSchool**
  - Instruction on Service IT

## **Non-fee-paying to Fee-Paying**

- Students should be directed to ISAO if the student fee-exempt status expires
- Official Letter of Acceptance and Receipt is required to continue at current school

## Example 1: Students with Parent on Work Permit

Documentation required for registration:

1. Copy of birth certificate (or passport)
2. Parent's valid work permit from IRCC, Work Permit Approval Letter from IRCC
3. 2 pieces of proof of address in Toronto with name of parent/legal guardian on it

Please note:

1. The parent holding the work permit must be living physically here in Toronto with the student.
2. **Students go to school to register directly.**
3. **Student must be under 18 years of age.**
4. Please flag the expiration date of the parent's work permit.

# Sample Work Permit & Approval Letter

Immigration, Refugees and Citizenship Canada / Immigration, Réfugiés et Citoyenneté Canada

PROTECTED WHEN COMPLETED / PROTÉGÉ UNE FOIS REMPLI - B

**CANADA**

UKRAINE

Application/Demande: [REDACTED]  
UCI/IUC: [REDACTED]

**WORK PERMIT/PERMIS DE TRAVAIL**

**CLIENT INFORMATION/INFORMATION DU CLIENT**

Family Name/Nom de Famille: [REDACTED]  
Given Name(s)/Prénom(s): [REDACTED]  
Date of Birth/Date de naissance: [REDACTED] (yyyy/mm/dd - aaaa/mm/jj)  
Sex/Sexe: FEMALE  
Country of Birth/Pays de naissance: UKRAINE  
Country of Citizenship/Citoyen de: UKRAINE  
Travel Doc No./N° du document de voyage: [REDACTED] PASSPORT

**ADDITIONAL INFORMATION/INFORMATION SUPPLÉMENTAIRE**

Date Issued/Délivré le: 2022/04/28 (yyyy/mm/dd - aaaa/mm/jj)  
Expiry Date/Date d'expiration: 2025/04/27 (yyyy/mm/dd - aaaa/mm/jj)  
Case Type/Genre de cas: 20  
LMIA or Exempt No./N° de l'EIMT ou Dispense: [REDACTED]  
Employer/Employeur: OPEN  
Employment Location/Emplacement de l'emploi: UNKNOWN  
Occupation/Profession: OPEN  
In Force From/En vigueur le: 2022/04/28 (yyyy/mm/dd - aaaa/mm/jj)

**Conditions:**

1. NOT AUTHORIZED TO WORK IN CHILDCARE, PRIMARY/SECONDARY SCHOOL TEACHING, HEALTH SERVICE FIELD OCCUPATIONS.
2. NOT VALID FOR EMPLOYMENT IN BUSINESSES RELATED TO THE SEX TRADE SUCH AS STRIP CLUBS, MASSAGE PARLOURS OR ESCORT SERVICES.
3. MUST REPORT FOR A MEDICAL DIAGNOSTIC TEST TO IDENTIFY CONDITIONS OF PUBLIC HEALTH CONCERN WITHIN 90 DAYS.

**Remarks/Observations:**  
CUAET  
[REDACTED]

\*\*\*THIS DOES NOT AUTHORIZE RE-ENTRY/CECI N'AUTORISE PAS LA RÉ-ENTRÉE\*\*\*

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IMM 1442B (1-2019)

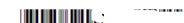
Canada

Government of Canada / Gouvernement du Canada

Date: July 14, 2022

UCI: 11-11 - 358

Application no.: W306



3607-5162 Yonge  
Toronto ON M2N 0E9  
Canada

Dear Ji Young Kang,

Your application to stay in Canada as a temporary resident has been approved. Your permit has been mailed to you at the address you gave us when you applied.

If you have not received your document within six weeks from the date of this letter, contact us by completing this [Web form](#).

Please note that **this letter is a notification only. It is not valid for travel and is not a permit** allowing you to stay in Canada.

## Document to travel to Canada or re-enter

**A study or work permit is not a travel document.** To allow you to travel to or re-enter Canada by air only, we have issued you an Electronic Travel Authorization (eTA) when we issued your permit extension. Your eTA is **linked to the passport that you used to apply** for your permit renewal. You must travel with this same passport. If you get a new passport, you will need to get a new eTA.

To learn more about eTA, visit [Canada.ca/eTA](#).

## Summary of documents issued

Document type	Validity	Document number
Permit - WP-EXT / Permis - PT-PROR	2025/07/13	U513769912
eTA	2027/07/13	J521808830

Sincerely,

Immigration, Refugees and Citizenship Canada

\*\*This is an automatically generated letter and does not require a signature.\*\*

Canada

IMM 5859 (10-2017) E GCMS

## Sample Work Permit

Date Issued/Délivré le:	2022/04/28
Expiry Date/Date d'expiration:	2025/04/27
Case Type/Genre de cas:	20
LMIA or Exempt No./N° de l'EIMT ou Dispense:	
Employer/Employeur:	OPEN
Employment Location/Emplacement de l'emploi:	UNKNOWN
Occupation/Profession:	OPEN
In Force From/En vigueur le:	2022/04/28

**Expiry Date** →

**Employer** →

**Location** →

# Sample Coop Work Permit & Approval Letter

Application # starts with "S"

Application/Demande: S397

UCI/IUC: 11111111

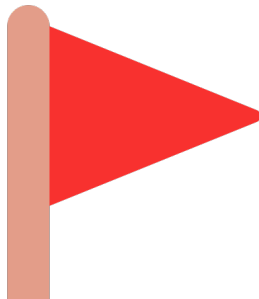
**WORK PERMIT / PERMIS DE TRAVAIL**

CLIENT INFORMATION / INFORMATION DU CLIENT

Family Name / Nom de Famille: [REDACTED]  
 Given Name(s) / Prénom(s): [REDACTED]  
 Date of Birth / Date de naissance: [REDACTED]  
 Sex / Sexe: [REDACTED]  
 Country of Birth / Pays de naissance: [REDACTED]  
 Country of Citizenship / Citoyen de: [REDACTED]  
 Travel Doc No. / N° du document de voyage: [REDACTED] PASSPORT

ADDITIONAL INFORMATION / INFORMATION SUPPLÉMENTAIRE

Date Issued / Délivré le: 2024/08/01  
 Expiry Date / Date d'expiration: 2026/11/14  
 Case Type / Genre de cas: 59  
 LMA or Exempt No. / N° de l'EMT ou Dispense: [REDACTED]  
**Employer / Employeur: SENECA COLLEGE OF APPLIED ARTS AND TECHNOLOGY**  
 Employment Location / Emplacement de l'emploi: UNKNOWN  
 Occupation / Profession: OPEN  
 In Force From / En vigueur le: 2024/08/01



Date: July 12, 2024

UCI: [REDACTED]

Application no. S397

[REDACTED]

[REDACTED]

[REDACTED]

**Work Permit Approval:  
Application #  
starts with "S"**

Dear [REDACTED],

Your application to remain in Canada as a temporary resident has been approved. A secure document has been mailed to you at the address that you provided when you made your application. If you have not received your secure document within six weeks, [contact IRCC](#).

Please note that as per the Immigration and Refugee Protection Regulations (IRPR), a valid medical examination is required if you are seeking to work in certain occupations in which the protection of public health is essential. Please review the following page to find out more about such occupations: [Medical exams for visitors, students and workers](#)

If you do not have valid medical results you may have received condition 15 or 16 printed on your permit stating "Not authorized to work in 1) child care, 2) primary or secondary school teaching, 3) health services field occupations (**condition 15**), 4) agricultural occupations (**condition 16**)". If you wish to remove these conditions on your Permit, you will need to complete a medical examination and then, you must submit a new application. You also need a valid medical exam if you are coming to Canada for more than 6 months and you lived in one or more of these [countries or territories](#) for at least 6 months in a row within the last year.

Type	Validity	Document Number
Permit - WP-EXT / Permis - PT-PI	2025/07/31	[REDACTED]

This letter is not valid for travel and is not a permit allowing you to remain in Canada.

## Example 2: Students Born to Canadian Citizen/PR Outside of Canada

Documentation required for registration:

- Copy of Student's birth certificate
- Proof of parent's Canadian citizenship/PR
- Proof that an application for the student's citizenship is in process (receipt for confirmation from IRCC)
- 2 pieces of proof of address in Toronto

**Students go to school to register directly. No admissions letter is required from ISAO.**



## Example 3: Student with Expired Status

Documentation is required for registration:

- Copy of passport
- Proof visa has expired or been canceled by IRCC
- Date of entry (page of passport stamped by Canada Border Services; or boarding pass
- Proof of address in Toronto

If the above verification documents are not available, you can ask for:

- Affidavit from a lawyer or notary public confirming the status of the family (arrival date, no change of status etc)

**Families should be directed to ISAO if the school is unable to verify the above.**

## Example 4: Student with Refugee Claimant Protection Document from IRCC

Documentation Required for Registration:

- **Refugee Protection Identity Document** (Brown Paper) from IRCC or Decision from the Refugee Board (Court)
- Copy of Birth Certificate
- 2 pieces of Proof of address in Toronto

**Students should go to school to register directly. No admission letter is required from ISAO.**



# Sample Brown Paper & Court Decision

Immigration, Refugees and Citizenship Canada / Immigration, Réfugiés et Citoyenneté Canada

PROTECTED WHEN COMPLETED / PROTÉGÉ UNE FOIS REMPLI - B

**CANADA**

**REFUGEE PROTECTION CLAIMANT DOCUMENT**

THIS IS TO CERTIFY THAT THE PERSON HEREIN IS A REFUGEE PROTECTION CLAIMANT WITHIN THE MEANING OF THE IMMIGRATION AND REFUGEE PROTECTION ACT

**SAMPLE**

CLIENT OR REFUGEE PROTECTION CLAIMANT

Given Name(s):  
Date of Birth: (yyyy/mm/dd)  
Sex:  
Country of Birth:  
Country of Citizenship:  
Date Issued: (yyyy/mm/dd)  
Expiry Date: (yyyy/mm/dd)

**ADDITIONAL INFORMATION**

Pursuant to Subsection 100(1) of the Immigration and Refugee Protection Act, this refugee protection claim has been determined to be eligible for a decision by the Refugee Protection Division. Consequently, pursuant to subsection 100(3), the refugee protection claim is referred to the Refugee Protection Division of the Immigration and Refugee Board.

As of 2022/03/26 the above-named individual is eligible for coverage of health-care costs under the Interim Federal Health Program (IFHP). This coverage can be cancelled without notice if the individual's immigration status changes. Therefore, health-care providers must verify the eligibility of the individual with the IFHP administrator before providing services.

I, the undersigned:  
- declare that I require coverage under the IFHP. I will notify IRCC immediately of any changes to my immigration status, or if I become eligible for or receive other health insurance;  
- understand that my medical and personal information will be shared with IRCC, IFHP claims administration and other appropriate third-parties for the administration of the IFHP and that my personal information may be shared with other government institutions and other third-parties in accordance with the Privacy Act and the Department of Citizenship and Immigration Act.

School age children do not need student authorization to attend primary or secondary schools.

Name, relationship and signature of accompanying adult (if applicable):  
Signature of person concerned: Money in possession:

\*\*\*NOT VALID FOR TRAVEL\*\*\*

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NUM 1442B (1-2019)

Canada



Commission de l'immigration  
et du statut de réfugié du Canada  
Section de la protection  
des réfugiés

RPD File: [REDACTED]

## NOTICE OF DECISION

[Immigration and Refugee Protection Act, subsection 107(1)]  
[Refugee Protection Division Rules, rule 67]

M. Hayes  
Member

In the claims for refugee protection of:

Date of birth:

UCI:

The claims were heard on March 4, 2021.

The Refugee Protection Division determines that the claimants are Convention refugees and therefore accepts the claims.

The reasons for the decision are attached.

March 26, 2021

YLM, Case Management Officer  
For the Registrar  
Tel: 1-866-790-0581

Certified True Copy  
Copie Conforme

[Signature]

Case Officer  
Agent préposé au cas

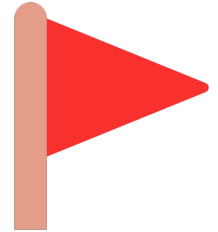
RPD.29.04 (July 31, 2018)  
Disponible en français

Canada

## Example 5: Students with Parent on a Study Permit

Documentation Required for Registration:

- Copy of student's passport or birth certificate
- **Admissions letter from ISAO**
  - Provide information and checklist to the family if possible
- 2 pieces of Proof of Address in Toronto with name of parent on it

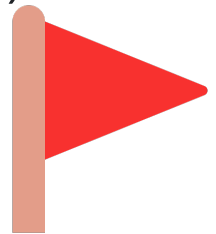


Please note:

- **Admissions letter is required Prior to registration at school, regardless of whether the student has a study permit or not.**
- The admission letter is valid for 1 semester only under normal circumstances. New admission letter is required before enrollment for the new semester.
- Parent holding the study permit must be physically here in Toronto and staying with the student.

## Family can start to gather the following documents

- Parent's valid study permit and passport
- Official letter of acceptance from the post-secondary institution that receives operating grants from the Government of Ontario
- Proof that tuition fees have been paid (most recent receipts from Post Secondary Institution dashboard)
- Official enrollment confirmation letter of the parent
- Student's passport and birth certificate with English translation
- Date of Arrival or flight ticket or boarding pass
- 2 pieces of proof of address as per PR 518 (appendix C)
- Phone Number



# Sample Study Permit & Coop Work Permit

Application/Demande: S307

UCI/IUC:

**STUDY PERMIT/PERMIS D'ÉTUDES**

**CLIENT INFORMATION/INFORMATION DU CLIENT**

Family Name/Nom de Famille:  
 Given Name(s)/Prénom(s):  
 Date of Birth/Date de naissance: (yyyy/mm/dd - aaaa/mm/jj)  
 Sex/Sexe:  
 Country of Birth/Pays de naissance:  
 Country of Citizenship/Citoyen de:  
 Travel Doc No./N° du document de voyage: PASSPORT

**ADDITIONAL INFORMATION/INFORMATION SUPPLÉMENTAIRE**

Date Issued/Délivré le: 2024/08/01 (yyyy/mm/dd - aaaa/mm/jj)  
 Expiry Date/Date d'expiration: 2026/11/14 (yyyy/mm/dd - aaaa/mm/jj)  
 Case Type/Genre de cas: 31  
 Institution Name/Nom de l'institution: DESIGNATED LEARNING INST-ON  
 Field of Study/Domaine d'études: OTHER  
 In Force From/En vigueur le: 2024/08/01 (yyyy/mm/dd - aaaa/mm/jj)

Conditions:

Application # starts with "S"

Application/Demande: S307

UCI/IUC:

**WORK PERMIT/PERMIS DE TRAVAIL**

**CLIENT INFORMATION/INFORMATION DU CLIENT**

Family Name/Nom de Famille:  
 Given Name(s)/Prénom(s):  
 Date of Birth/Date de naissance: (yyyy/mm/dd - aaaa/mm/jj)  
 Sex/Sexe:  
 Country of Birth/Pays de naissance:  
 Country of Citizenship/Citoyen de:  
 Travel Doc No./N° du document de voyage: PASSPORT

**ADDITIONAL INFORMATION/INFORMATION SUPPLÉMENTAIRE**

Date Issued/Délivré le: 2024/08/01 (yyyy/mm/dd - aaaa/mm/jj)  
 Expiry Date/Date d'expiration: 2026/11/14 (yyyy/mm/dd - aaaa/mm/jj)  
 Case Type/Genre de cas: 59  
 LMA or Exempt No./N° de l'EMT ou Dispense:  
 Employer/Employeur: SENECA COLLEGE OF APPLIED ARTS AND TECHNOLOGY  
 Employment Location/Emplacement de l'emploi: UNKNOWN  
 Occupation/Profession: OPEN  
 In Force From/En vigueur le: 2024/08/01 (yyyy/mm/dd - aaaa/mm/jj)

## Example 6: Students in the Process of Applying for Refugee Protection

### Documentation Required for Registration

- Acknowledgement of Claim and Notice to Return for Interview from IRCC
- Copy of passport or birth certificate
- 2 pieces of Proof of address in Toronto with parent's name on it

**Students go to local schools to register directly.**



# Sample Acknowledgement of Claim

 Government of Canada / Gouvernement du Canada

UCI: 11-226

Application Number: 11-226

## ACKNOWLEDGEMENT OF CLAIM AND NOTICE TO RETURN FOR INTERVIEW

Family Name: DUBOIS

Given Name: JACQUES

Date of Birth: 2011/04/01 YYYY/MM/DD

This notice acknowledges that the Government of Canada received your refugee claim on 2022/11/30 YYYY/MM/DD.

You are now eligible for health care coverage under the Interim Federal Health Program (IFHP). You are required to undergo an Immigration Medical Examination as part of your refugee claim. The IFHP will cover the cost of this examination. Please present this notice and your IMM 1017 form to the panel physician at your appointment.

You are required to return for an interview with respect to your refugee claim. The details are as follows:

Date:

Time:

Address:

You must bring the following with you:

- This original appointment letter
- 4 original passport-sized photographs

If you are under 18 years of age, you must be accompanied by a parent or legal guardian if he or she resides in Canada.

### IMPORTANT:

If you do not appear for your interview, your IFHP coverage may be terminated. In addition, your refugee claim may subsequently be determined to have been abandoned in which case you will be subject to removal from Canada.

Note – If you pay for any medical services or products, you will not be reimbursed.

Health care providers in Canada **MUST** verify the eligibility of the individual with the IFHP claims administrator, Medavie Blue Cross, before providing services. Medavie Blue Cross may be contacted by telephone at 1-888-614-1880, by facsimile at 506-867-4651 or through their website at <https://www.medaviebc.ca/en/health-professionals>.

Canada

IMM 5985 (10-2019) E GCMS

## Example 7: Students Holding Valid Study Permit

- A student holding a valid study permit does not mean he/she can register directly at school without paying tuition fee
- Normally fee-paying international students need to have a valid study permit to attend school in Canada (for 6 months or longer)
- **An admission letter or Official Letter of Acceptance is required prior to registration at school**
- Please direct them to our office at [admissions@tdsb.on.ca](mailto:admissions@tdsb.on.ca)

# Fee-Paying International Students

- ❖ All applications are processed by ISAO
- ❖ Currently TDSB has students from 50+ countries
- ❖ About 2300 international students before COVID-19
- ❖ Approximately 1400 international students for 2024-25
- ❖ More information can be found on our website:

[www.StudyToronto.ca](http://www.StudyToronto.ca)



## Fee-Paying International Students Transitioning from Grade 8 to Grade 9

- School placement is based on the current residential address of custodian or legal guardian
- These students move on to Grade 9 schools in the neighborhood following same process as local students
- Students have the same access to Central Special Interest Programs (CSIP) as local students
- Students will need to renew the tuition fee payment with the ISAO and apply for new study permit each year

## Resources

***Operational Procedure PR518 (updated 2024)***

***Policy P061(2007)***

***Ontario 2024: SB16***

***Admissions Letter (Landing Page)***

<https://www.tdsb.on.ca/internationalstudents/Home/Admissions-for-Non-Resident-Students>

# Contacting Us

**[Admissions@tdsb.on.ca](mailto:Admissions@tdsb.on.ca)**

**416-395 8120**

**Thank You!**

