

Summer Session 2016 Secondary



COURSE SITES

Burnaby Mountain

8800 Eastlake Drive

Burnaby North

751 Hammarskjold Drive

Burnaby South

5455 Rumble Street

Byrne Creek

7777 18th Street

Registration begins April 18

- Regular Credit Courses
- Preview Courses
- Grade 7/8 Transition Courses
- Advance Credit Courses
- ELL Program
- Byte Camp

Courses Start July 5

REGISTER EARLY

Course offerings are subject to sufficient enrolment and may be cancelled or location or time changed

TUITION-FREE?

See page 2 to find out if you are eligible*

Learn more at www.burnabyccce.ca

604-296-6902

NEW

2 WAYS TO REGISTER

- 1 **Online** www.burnabyce.ca
April 18 - June 30
- 2 **By Phone** 604-296-6902
April 18 - June 30: Mon - Fri, 9:30am - 4pm

CURRENT GRADE 12 STUDENTS must register in person at 5325 Kincaid St, April 25-June 30 weekdays 9:30am-3:30pm. Bring 2 pieces of identification and your PEN number.

IMPORTANT INFORMATION FOR NON-BURNABY SCHOOL DISTRICT STUDENTS

To select courses **ONLINE** starting April 18, **YOU MUST PRE-REGISTER IN PERSON** (5325 Kincaid Street) April 12-14 at 9:30am - 3:30pm. Be sure to print and fill out the Pre-registration Form on the last page of this brochure.

Or **REGISTER IN PERSON** starting April 25.

Non-Burnaby School District students must provide the following when registering or pre-registering:

- **Proof of student's birthdate** (birth certificate or passport)
- **Proof of guardianship**
(parents' or guardians' as shown on birth certificate or other appropriate legal documentation such as landed immigrant paper or guardianship order granted by the courts)
- **Proof of citizenship for both the parent and the student**
(Canadian birth certificate, citizenship card, passport, landed immigrant document, permanent resident card)
- **Proof of residency of the parent or guardian and student - 2 required, with at least 1 from Category A**
Category A: proof of ownership of dwelling or long-term lease or rental of dwelling; legal documents indicating BC residence; parent or guardian filing income tax returns as a BC resident
Category B: BC hydro bill, BC cable bill, Provincial driver's licence, provincial registration of automobile, Canadian bank accounts or credit cards
- **Copy of student's most recent school marks**
(report card or transcript of academic record)
- **BC Personal Education Number (PEN)**



Are you eligible

A limited number of academic courses are funded by the BC Ministry of Education making them tuition-free for eligible students who meet the following criteria.

- you are under 19 years (born after June 30, 1997)
- you are a Canadian Citizen, permanent resident or convention refugee
- you attended a BC school in the 2015-2016 school year
- you and your parent/guardian currently reside in BC
- you have a BC Personal Education Number (PEN)
- you have completed the prerequisite course or obtained a *Permission to Attend* form from your home school

Those not eligible or those signing up for courses requiring fees must pay by cash, money order, or Visa or Mastercard.

Learning Support

If your child has an IEP and/or a Fraser Health Care Plan or Consultation Report, and is currently receiving additional learning support from an Education Assistant at school, you **must register by May 20**, and indicate this at the time of registration. First priority of students requiring additional learning support will be given to Burnaby School District regular session students. Students who register after May 20 will be placed on a waitlist, and are **not guaranteed a summer session placement**. Students on the waitlist will be contacted if a space becomes available and will only be registered when the space is confirmed. Non-Burnaby School District students must register in person and bring the child's IEP and all documentation required for registration.

Transfers

A \$35 fee will be charged for all requested transfers unless recommended by the Burnaby School District.

JULY 8: FINAL DAY FOR TRANSFERS

Refunds

A \$35 registration fee will be retained for all requested refunds for courses requiring fees. Requests for refunds must be made in writing and include original receipt.

JULY 8: FINAL DAY FOR REFUNDS

Course Locations & Cancellations

Courses and their locations cannot be guaranteed.

Course offerings are subject to sufficient enrolment and may be moved or cancelled prior to the course start date.

For updated information, visit www.burnabyce.ca

IMPORTANT: Final report cards must be presented to the teacher by Thursday, July 7

A refundable \$100 textbook deposit is required at time of registration for **ALL** grade 8-12 academic courses (regular, preview and advance credit courses).

SEPTEMBER 30: FINAL DAY – TEXTBOOK DEPOSIT REFUNDS