

**REGISTRATION AND STUDENT INFORMATION FORM**

2016-2017

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| **STUDENT INFORMATION** | | | | |
| LAST NAME | FIRST NAME | MIDDLE NAME | | |
| BIRTHDATE (DD/MM/YY) | HOME PHONE | ENTRY GRADE | | |
| **STUDENT HOME ADDRESS** | | **LIVES WITH** | | |
| STREET ADDRESS | | BOTH PARENTS | YES | NO |
| CITY | | BOTH PARENTS, SHARED TIME | YES | NO |
| PROVINCE | POSTAL CODE | MOTHER | YES | NO |
| * **Please attach a $25.00 administrative fee for sending  report cards to a second address.** | | FATHER | YES | NO |
|  | | CUSTODIAL | YES | NO |

Please print clearly and fill out all sections that apply.

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| **PARENT/GUARDIAN INFORMATION** | | | | |
| **PARENT/GUARDIAN A** | | | | |
| NAME | | LIVES WITH STUDENT | YES | NO |
| STREET ADDRESS | | RECIPIENT OF REPORT CARDS | YES | NO |
| CITY | | RESPONSIBLE FOR TUITION | YES | NO |
| PROVINCE | POSTAL CODE | SCHOOL CORRESPONDENCE | YES | NO |
| EMAIL | | CUSTODIAL | YES | NO |
| OCCUPATION | | HOME PHONE | | |
| POSITION/TiTLE | | CELL PHONE | | |
| EMPLOYER | | BUSINESS PHONE | | |

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| **PARENT/GUARDIAN B** | | | | |
| NAME | | LIVES WITH STUDENT | YES | NO |
| STREET ADDRESS | | RECIPIENT OF REPORT CARDS | YES | NO |
| CITY | | RESPONSIBLE FOR TUITION | YES | NO |
| PROVINCE | POSTAL CODE | SCHOOL CORRESPONDENCE | YES | NO |
| EMAIL | | CUSTODIAL | YES | NO |
| OCCUPATION | | HOME PHONE | | |
| POSITION/TITLE | | CELL PHONE | | |
| EMPLOYER | | BUSINESS PHONE | | |
| **PARENT/GUARDIAN C** | | | | |
| NAME | | LIVES WITH STUDENT | YES | NO |
| STREET ADDRESS | | RECIPIENT OF REPORT CARDS | YES | NO |
| CITY | | RESPONSIBLE FOR TUITION | YES | NO |
| PROVINCE | POSTAL CODE | SCHOOL CORRESPONDENCE | YES | NO |
| EMAIL | | CUSTODIAL | YES | NO |
| OCCUPATION | | HOME PHONE | | |
| POSITION/TITLE | | CELL PHONE | | |
| EMPLOYER | | BUSINESS PHONE | | |

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| **PARENT/GUARDIAN D** | | | | |
| NAME | | LIVES WITH STUDENT | YES | NO |
| STREET ADDRESS | | RECIPIENT OF REPORT CARDS | YES | NO |
| CITY | | RESPONSIBLE FOR TUITION | YES | NO |
| PROVINCE | POSTAL CODE | SCHOOL CORRESPONDENCE | YES | NO |
| EMAIL | | CUSTODIAL | YES | NO |
| OCCUPATION | | HOME PHONE | | |
| POSITION/TITLE | | CELL PHONE | | |
| EMPLOYER | | BUSINESS PHONE | | |
| **GRANDPARENT CONTACT INFORMATION N/A** | | | | |

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|  | **GRANDPARENT(S) 1** | **GRANDPARENT(S) 2** |
| NAME |  |  |
| HOME ADDRESS |  |  |
| HOME PHONE |  |  |
| EMAIL |  |  |
|  | **GRANDPARENT(S) 1** | **GRANDPARENT(S) 2** |
| NAME |  |  |
| HOME ADDRESS |  |  |
| HOME PHONE |  |  |
| EMAIL |  |  |

The contact information provided below for a student’s grandparents will allow us to add them to our In the Loop mailing list, contact them at Annual Giving time and directly invite them to school events. Please record grandparents living at the same address as one contact.

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| **STATUS IN CANADA** |
| Resident Non-Resident  **Status in Canada:** Canadian Citizen Permanent Resident Native Ancestry  Student Visa Other Visa No Status  Immigration Date (DD/MM/YY): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Permit Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  First Language: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **YOUR INFORMATION & THE LINDEN SCHOOL’S PRIVACY POLICY** |

The Linden School is committed to protecting the privacy of all individuals in the Linden community. Information provided by you for communication purposes, such as your name, address, telephone number and email address is protected by The Linden School’s privacy policy practices. Personal information on students, parents of students and alumnae, alumnae, staff and faculty, former staff , faculty and friends is gathered through admission and job applications, registration, and updates provided by our community members. This information is used by the Linden School to send out our newsletters, updates, invitations, annual giving requests, and for the purpose of marketing, outreach and individual contact by telephone, email and mail. This information is also used to identify students to the Ministry of Education and the Ministry of Health.

The Linden School maintains confidential and secure databases and files of personal information records on the above-mentioned community members that are either publicly available or provided by you. Only authorized staff have access to this information. Volunteers and staff members may be provided with personal information on specific individuals to assist them with their responsibilities, and are trained to work in accordance with our privacy policy. Student addresses and telephone numbers are only distributed to members of the Linden community with the written permission of the family. Faculty and staff information is never disclosed without their written consent. The Linden School does not share (including selling, renting or trading) any personal information with individuals or organizations outside of the school. When a student or faculty member leaves The Linden School, or when collected information is outdated, it is shredded and disposed of.

The Linden School records visits to our website for statistical research purposes only without recording the identity of the user. We outsource certain services to companies to manage on-line activities for the Linden School. These companies offer secure sites. You have the right to view your personal information on file at the school by providing us advance written notice.

**By completing The Linden School’s registration and permission forms you authorize The Linden School to use this information for the purposes outlined above.**

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Parent/Guardian Name Parent/Guardian Signature Date (DD/MM/YY)