

NEW WESTMINSTER SCHOOL DISTRICT #40
Continuing Education
835 Eighth Street, New Westminster BC V3M 3S9
Enquiries: Call 604-517-6286.



CREDIT AND REMEDIAL COURSE FEES

- NO COURSE FEE for high school students with a permission slip.
- NO COURSE FEE for ADULT BC Residents working towards their graduation.
- Special fee for Visa Students – please consult Academic Programs staff.
- CANCELLATION: Cancellation for Visa students – 20% of course fee will be charged on cancellation.
- Students must withdraw by the end of the second class to be eligible for a course refund.
- Person Education Number (PEN) and transcript is required to register.
- WRITTEN PERMISSION is required from your counselor if you are a high school student.
- \$100 book deposit (refundable within one year).
- \$25 workbook purchase for Chemistry 11 & 12 (non-refundable).
- \$25 workbook purchase for Pre-Calculus 11 (non-refundable).
- Registrations are official when book deposit/work book purchase has been processed.
- Classes with insufficient enrollment will be cancelled.
- Community Education reserves the right to make necessary course changes.

Pay by Visa, Mastercard, debit or cash. Please NO personal cheques.



DOCUMENTATION REQUIREMENTS

PROOF OF STATUS IN CANADA (provide one)

- Canadian Birth Certificate
- Canadian Passport
- Canadian Citizenship
- Confirmation of Permanent Residence
- First nation's Status card and Metis card
- * Canadian Work Permit valid for one year or more

PROOF OF RESIDENCY (provide two)

- BC Driver's License
- Property Purchase Agreement
- Income Tax Statement (T4)
- ICBC Registration
- Statements of Insurance
- Utility Bill for home of residence (not mobile phone)
- Bank Statement (stub – name and address)
- Recent BC Transcript (up to 2 years old)

PHOTO IDENTIFICATION (provide one if not already included with status document)

- BC Driver's License
- BC Identification (BCID)
- Passport
- Student Card

Students are responsible for ensuring that work permit conditions allow for study in Canada and should contact permit authorities for further information before taking any courses at a Canadian educational institution. If enrolling in a course that exceeds six (6) months of study, all temporary residents must obtain a study permit.



- * **Register In Person:** New Westminster Secondary School 835 - 8th Street, New Westminster, BC
- * **Daytime Registration:** Community Education Office (NWSS office across from Room 183)
Monday - Friday 8:30 am - 4:00 pm
- * **Evening Registration:** Continuing Education Office (NWSS Pearson office)
Monday – Thursday 4:00 pm - 8:00 pm