



STUDENT REGISTRATION
YOUTH SECTOR

SCHOOL: FACE

IDENTIFICATION

Fiche No.:	Effective Date:	Year	Month	Day
Family Name:	Date of Birth:	Year	Month	Day
Given Name:	Other given names:	Sex:		
Quebec Permanent Code:	Birth Place	Province:		
	Country:	City:		

Health Insurance number (medicare):		Expiry date:		
Father	Family Name	Given Name	Date of Birth*	
			YY / MM / D: D:	
Mother	Social insurance number:		Birth Place	
			* For election purposes	
Guardian	Social insurance number:		Date of Birth*	
			YY / MM / DD	
		Birth Place		

Person Legally Responsible:

1: Father & Mother 2: Father 3: Mother 4: Guardian

Student	Mother Tongue	Language spoken at home

Permanent residents of Canada: Yes No

ACADEMIC PROFILE

Level/Grade	Cycle	Year	Last year of schooling

1 STUDENT TRANSPORTATION ADDRESS

Home telephone No.		Work telephone No. (Father)	
(514) -	Ext.	() -	Ext.
Civic No.	Street	Apt.	WorkTelephone No. (Mother)
			() - Ext.
City:		Province	Postal Code

I hereby authorize the teaching institution to process the personal information on this form for the management of my child's educational services. If my child changes school I authorize the teaching institution to transfer this personal information if required, to the teaching institution that my child will attend.

Once the school has confirmed student's admission, the parental contribution to the FACE Fine Arts Program is not refundable.

Signature of parent or guardian:	Signature of principal	Date:
		Year Month Day



École FACE School
3449, rue Université
Montréal (Québec) H3A 2A8
Téléphone : 514 - 350-8899
Télécopieur : 514 - 350-2612
<http://face.csdm.qc.ca>

ADMISSION CRITERIA AND PROCESS FOR THE 2015-2016 AND 2016-2017 SCHOOL YEAR

PREAMBLE

FACE school has long been recognized as a stimulating and rich educational environment for children. It is important, for all parents who wish to have their child attend FACE school, to acknowledge and accept the following requirements of attendance, which give the school its particular status and make it a special orientation school.

Parents must primarily be aware that the educational program is demanding and as such parents are required to accompany their child every step of the way during their child's schooling. Our resources are dedicated to fine arts and thus FACE has fewer resources for children with learning disabilities or special needs. The school has few remedial or special services such as speech therapists among its staff.

Parents need to acknowledge these facts before considering having their child attend FACE school. Not every child can easily adapt and follow the daily rhythm of scheduled activities. Learning to play an instrument is very demanding and requires serious monitoring so as to ensure the child progresses and masters playing his instrument. A child attending FACE school has to commit to bringing his instrument home daily and practicing at least 20 minutes a day. Parents need to supervise and facilitate this practice.

Music is at the heart of this special orientation school. Students must regularly take part and perform in choir or instrumental concerts and theatre plays. They may be called upon to participate in a school or public festival or end of the year performance. Any of these events may allow the students to be graded. All these events may be recorded and be used for promotional or pedagogical purposes. No student can refuse to participate in these performances as they are an integral part of the academic program.

As such, a student who no longer wishes to play an instrument would not remain registered at FACE school. It is essential that parents acknowledge this fact and ensure, year after year, that their child continues to have an interest in fine arts and wishes to diligently invest himself/herself in the program. The student's well being and academic success depends on his commitment to this program.

In accordance to any academic program the main objective is for students to obtain the required credits to graduate and obtain their high school diploma. As such, students performances with regards to plastic arts (sketching, drawing, clay, painting or other) are evaluated according to the Quebec ministry of education; Ministère de l'Éducation, de l'Enseignement supérieur et de la recherche. FACE school's special orientation program in fine arts encourages students to surpass themselves and develop higher levels of competencies than what is required in a regular school. In comparison with other schools who offer choir, music or theatre classes, FACE school's program and requirements are more demanding.

FACE school offers a rich and diverse educational program to students who wish to be part of its community. It is thus very important for families to consider their child's needs and the program described above so as to make the best decision with regards to attending FACE school. **Students who register at FACE school and their parents have to acknowledge they will be submitted and evaluated to higher standards of education. We believe students thrive in this environment and know that this is evident at the time of graduation – our graduates show continued success year after year.**

We trust this communication clarifies what you can expect by registering at FACE school and helps you in choosing the best school environment for your child. We look forward to having you join the FACE school community.

On behalf of FACE school management,

Annie Lamarre
Principal



Commission scolaire English-Montréal
English Montreal School Board



Commission
scolaire
de Montréal

ADMISSION CRITERIA 2015-2016 (for the 2016-2017 school year)

The following criteria must be taken into consideration for attendance at elementary and high school programs

- ✓ Students who show an affinity for the arts, at both elementary and high school
- ✓ Students with an academic record which shows no particular learning disabilities or behavioural challenges. The FACE school fine arts program requires students to be autonomous.
- ✓ Family relationship criteria: having a sibling, brother or sister, already in attendance at FACE.
- ✓ Criteria based on the school's geographical territory:
 - French sector: territory of the Commission Scolaire de Montréal
 - English sector: territory of the English Montreal School Board, EMSB
 - Other school boards (only if space is available)
 - Language criteria: knowledge of the prevalent language taught (French or English) is compulsory upon admission to kindergarten. FACE school does not offer integration classes.
- ✓ The request for admission must be submitted during the official free-choice schedule of the year (latest by October 30 2015; 3 p.m.)

It will be at the discretion of FACE school to refuse admission to children which show learning disabilities and who may require professional accompaniment to which the school cannot respond adequately.

ADDITIONAL ADMISSION CRITERIA EXCLUSIVELY FOR PRE-KINDERGARTEN STUDENTS

Parents must first validate that no pre-kindergarten classes are available in their district elementary schools. If a pre-kindergarten class is available in your neighbourhood school, your child will not be eligible to attend FACE. This Ministry regulation (MEESR) also applies to siblings.

NUMBER OF AVAILABLE PLACES

The number of students admitted is based on the number of students currently enrolled in the preceding grade and takes into consideration any known departures from FACE school. We can estimate that the numbers of available places are as follows:

Pre-kindergarten and elementary

- ✓ Pre-kindergarten: 30 CSDM place (two groups of 15 students). The schedule for a pre-kindergarten day is composed of half a day in class and half a day in an educational workshop. The student is thus in attendance at school for a full day.
- ✓ Kindergarten: 50 CSDM /30 EMSB places
- ✓ Elementary grades 1 to 6: CSDM - 3 to 4 places per grade / EMSB -1 to 2 places available per grade

High School: (based on a selection interview and audition in instrumental music)

- ✓ A child who does not play an instrument could nevertheless be admitted. Beginner music courses are offered in the 1st and 2nd years of high school.
- ✓ 1st year of high school (grade 7): CSDM – approximately 15 places / EMSB – approximately 5 places
- ✓ 2nd to 5th year of high school : CSDM – 3 to 4 places per grade / EMSB - 1-2 places per grade

NOTE: FACE school is not a neighbourhood school as identified in the CSDM's admission policy. FACE school is a special orientation school with a particular status. All children having a domicile within the CSDM or CSEM (EMSB) geographical territory can request to be admitted to FACE school. Residing in proximity to the school is not an admission criteria.

ADMISSION PROCESS

The evaluation of the admission request is based on the data collected throughout the admission process.

1. **Open House event and information sessions (non-compulsory)**
2. **Submission of a completed admission request (compulsory)**
To be received by October 30 2015, 3 p.m., the latest, at the school (this is the last day of the free-choice schedule of the CSDM). (The admission request is registered if all required documents are included. Note this is not an official registration package but an admissions request).
3. **Admission request file review**
 - ✓ Monday, November 2 to Monday November 30, 2015.
 - ✓ The school may request a meeting to validate certain information note in the admission request (language competency and fluency, musical competencies)
4. **Lottery of files retained**
 A lottery of the admission request files that are then retained is held by a committee. This committee includes one member of the school management, one member of the governing board and one member of the Parent participation organisation.
5. **Confirmation of admission, refusal or waiting list of students**
 Following the lottery a letter confirming the student's admission, refusal or place on the waiting list is sent to the parents by the end of January 2016.
6. **Official registration**
 Once parents have received the letter confirming their child's admission, registration is official and confirmed only once school fees are paid in full.

IMPORTANT NOTE:

- ✓ If your child is admitted to FACE school but your domicile address is not within CSDM or EMSB geographical territory you must obtain your geographical territory's school board agreement (out of territory agreement) so as to register at FACE school. You should wait until your child's admission at FACE school is confirmed before requesting such an agreement from your local school board.
- ✓ Any future student candidate may be invited for an interview is deemed necessary.
- ✓ **The daycare facilities are offered to pre-kindergarten and grade school students only.**
- ✓ **No transportation services or school buses are offered or available for FACE school.**

BECAUSE OF THE HIGH NUMBER OF ADMISSION REQUESTS WE ASK THAT PARENTS NOT ATTEMPT TO CALL THE SCHOOL TO INQUIRE AS TO THE OUTCOME OF THEIR ADMISSION REQUEST.



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SCHOOL FEES 2016-2017

ANNUAL FEES FOR PRE-KINDERGARTEN STUDENTS

The cost of the student's agenda and contribution to the fine arts supplies – \$20.00

Please note that school polo sweater is compulsory to be worn for school concerts by pre-kindergarten students. The cost of the school polo sweater in 2015 was \$20.00. The cost for 2016-17 is to be determined.

ANNUAL FEES FOR ELEMENTARY SCHOOL STUDENTS

A total cost of \$220.00 which includes the cost of the student's agenda (\$10.00), and contribution to the fine arts supplies (\$210.00), plus the cost of lunch-time supervision to be paid directly to the daycare (for more information, please contact Lise Leblanc, daycare supervisor, at 514-350-8897).

Please note that school polo sweater is compulsory to be worn for school concerts by elementary school students. The cost of the school polo sweater in 2015 was \$20.00. The cost for 2016-17 is to be determined.

ANNUAL FEES FOR HIGH SCHOOL STUDENTS

A total of \$500.00 which includes the cost of the student's agenda (\$10.00), and contribution to the fine arts supplies (\$265.00), plus the cost of lunch-time supervision (\$225.00).

Please note that school polo sweater is compulsory to be worn for school concerts by high school students. The cost of the school polo sweater in 2015 was \$20.00. The cost for 2016-17 is to be determined.

Please note that the FACE t-shirt is to be worn during physical education classes from grades 1 to the end of high school. The cost of this t-shirt is \$10.00.

At the beginning of the school year, music teachers will confirm with students and parents the details of the concert pants required to be worn during concert performances. The costs of these items are still to be determined.

*Please note all costs for the 2016-2017 school year are reviewed by the Governing board during the current school year. It is thus possible that there may be changes. The cost of parental contribution to the fine arts program is not refundable.



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STUDENT PROFILE 2016-2017

STUDENT INFORMATION

Surname: _____ First name: _____

Student's age as of September 30 2016: _____

Hobbies, interests, talents: _____

Please describe any chores or responsibilities your child currently assumes at home:

Has your child ever attended group activities outside the school? If yes; please describe:

What are some of your motivations to have your child attend FACE School?

FOR ADMISSION TO HIGH SCHOOL, PLEASE HAVE THE CHILD ANSWER THE QUESTIONS BELOW:

What motivates you to become a FACE student? Why do you wish to attend FACE School?

Does your child play an instrument? YES NO

Which instrument? _____ For how many years? _____



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IDENTIFICATION OF STUDENT

STUDENT'S FAMILY NAME

STUDENT'S FIRST NAME

CONSENT TO PHOTOGRAPH, RECORD, VIDEO STUDENTS AND PUBLISH, DISPLAY, DISTRIBUTE OR BROADCAST STUDENTS' IMAGE OR WORK AND ASSIGN STUDENT EMAIL

During the course of the school year, students are occasionally videotaped, recorded and or photographed for a variety of reasons, including school awards, special recognition, yearbooks, video projects and news programming. The student's name, school and grade may accompany such photographs, videos and web pages.

Some of these photographs / video images are published, displayed, distributed or broadcast outside of the school network and in these cases the School Board is required to obtain consent.

Also, during the school year, an email address may be assigned to a student.

Please fill in the requested information and check either Yes or No below to indicate whether you wish to give or not give your consent.

I hereby release the school and the School Board from any liability or damages resulting from or connected with :

The photographing, recording or video of a student :

Yes No

The publishing, displaying, distribution or broadcasting of image / work :

Yes No

The assignment of an email address :

Yes No

Signature : _____

Date : _____

REMINDER

Documents to include in the envelope

- **A pre-addressed and pre-stamped envelope**
- **Last report card (not necessary for junior kindergarten and kindergarten)**
- **Registration form (back of the envelope)**
- **Student profile**
- **Authorisation to film or to photograph**
- **Two documents showing proof of Quebec residency – List of acceptable original documents showing your full name and address in Quebec.**
 1. Record of employment.
 2. Quebec driver's license.
 3. Municipal or school tax notice.
 4. Deed of purchase of residential property showing the owner's name.
 5. Invoice from a utility company (e.g., electricity) or residential phone or cable service provider.
 6. Proof of home or tenant insurance.
 7. Proof of membership in a Quebec professional association.
 8. Quebec bank account statement or a credit card statement.
 9. Tax assessment from Revenue Quebec.
 10. Notice of child assistance payment from the Régie des rentes du Québec.
- **One proof of identity – List of acceptable original documents**
 1. Birth certificate issued by the Civil Registrar (long-form certificate stating the parents' full names).
 2. Birth certificate (stating the parents' full names).
 3. Birth certificate or national identification card if born outside Quebec.
 4. Citizenship certificate/card.
 5. Certificate of name change (issued by the Quebec Ministry of Justice).
 6. Visa or Canadian immigration record or permanent resident card (issued by Citizenship and Immigration Canada).
 7. Temporary resident permit (issued by Citizenship and Immigration Canada).
 8. Certificate of Acceptance or Quebec Selection Certificate (issued by the Ministère de l'Immigration, de la Diversité et de l'inclusion).
 9. Adoption judgment (issued by the Youth Court).
 10. Recognition of an adoption judgment (issued by the Youth Court).
 11. Refugee Protection Claimant document.
 12. Interim Federal Health Program Certificate of Eligibility.
 13. Order of placement (if the place and date of birth do not appear on the document, you must submit a supporting document that shows this information).
 14. Certificate of Indian Status.
 15. Letter attesting to the student's identity, signed by the director of a Child and Youth Protection Centre (for students living in a youth centre).

Please note that incomplete registration forms will not be processed.

SECTION RESERVED FOR ADMINISTRATION

OUT-OF-TERRITORY REQUEST

FILE COMPLETE

FILE INCOMPLETE