

## Provincial Funding Eligibility Checklist

Families who are not Canadian Citizens must provide the following documentation to the local school in their catchment area at the time of registration to determine Provincial Education Funding.

1.  **Study Permit** of the parent/guardian, with an identified *Post-secondary institution*, valid for one year or longer. Please note that not all post-secondary institutions and not all programs of study satisfy the criteria for children to receive funding for public education. *See Notes A 2.2.2 & 2.3 & 2.4*  
  
OR  
 **Work Permit** with an identified *Employee* and *Occupation*, valid for one year or longer. Diplomatic postings are exempt from the Work Permit in most cases, so the Diplomatic Visa will suffice. *See Notes A 2.2.1*
2.  **Valid Passport** for the parent/guardian holding the Study Permit.
3.  **Letter of Acceptance** from the post-secondary institution where the parent/guardian will be completing his or her studies, stating the program of enrollment and the duration of the program.  
  
OR  
 **Proof of employment.** A contract or letter from company's HR department, etc.; must match *Employer* stated on Work Permit and provincial taxes must be paid in BC. An appointment letter from the Embassy is sufficient for diplomats. PNP clients must show further business documentation.
4.  **Proof of residency** *See Notes B. 1 for more information*  
At least three of the following are required:
  - Proof of Ownership of dwelling or long-term lease or rental of dwelling
  - Residence of spouse, children and other dependent family members in the dwelling
  - Legal documents indicating British Columbia residence
  - Provincial driver's licence
  - Employment within the community
  - Parent or guardian filing income tax returns as a BC resident
  - Provincial registration of automobile
  - Canadian bank accounts or credit cards
  - Links to community through religious organizations, recreational and social clubs, unions and professional organizations
  - Subscriptions for life or health insurance, such as MSP coverage
  - Business relationships within the community.
5.  **Any other relevant documentation** regarding guardianship, court orders, etc. in cases where one parent has received custody of their biological children.

Students who do not qualify for Provincial Funding will be referred to our Saanich International Student Program.