



POLICY P.088.FIN
TITLE: ADMISSION OF STUDENTS TO SCHOOLS

Date Authorized: 18 February 2000
Last Revised: XXXXX
Last Reviewed: XXXXX

COMMITMENT TO INDIGENOUS RIGHTS, HUMAN RIGHTS, AND EQUITY

The Board recognizes its responsibility to ensure that this policy and associated procedures promote and protect Indigenous rights, human rights, and equity. The Board will strive to address and eliminate discrimination and structural and systemic barriers for students, staff, and community.

1.0 OBJECTIVE-RATIONALE

To provide for the admission of students into the Ottawa-Carleton District School Board in accordance with the *Education Act*.

2.0 DEFINITIONS

Please refer to Appendix A for a list of definition of terms used in this policy.

3.0 POLICY

- 3.1 The Ottawa-Carleton District School Board shall admit students to its schools without fees in accordance with entitlements specifically set out in accompanying Board Procedure PR.601.FIN, with the exception of students who fall within certain categories defined in the *Education Act*, as summarized in 3.2 and 3.3 below.
- 3.2 The Director of Education shall recommend annually to the Board the tuition fees to be charged by the Board, in compliance with the regulations, for students applying for admission to its schools as non-resident fee-paying students in the following categories:
- a) Out-of-Province;
 - b) Native students under tuition agreement with a Native Education Authority;
 - c) Government of Canada (i.e., DND); and
 - d) Visa Students (OCENET).

3.3 The Director of Education shall also recommend annually to the Board the tuition fees to be charged by the ~~Board District~~, in compliance with the regulations, for students applying for admission to its schools as resident fee-paying students **in the following category: who reside in** Tax Exempt Property.

4.0 APPENDICES

Appendix A: Policy Definitions

5.0 REFERENCE DOCUMENTS

[Education Act](#), 2003, ss. 33, 36, 42, 43, 46, 49

[Immunization of School Pupils Act](#)

OCDSB Policy [P.021.FIN: Admission of Foreign Students](#)

OCDSB Procedure [PR.601.FIN: Admission of Students to Schools](#)

OCDSB Policy [P.015.GOV: The Ottawa-Carleton Education Network Inc. \(OCENET\)](#)

OCDSB Admissions & Enrolment Guidelines Manual

APPENDIX A: POLICY DEFINITIONS

In this policy,

Board means the Board of Trustees.

District means Ottawa-Carleton District School Board.

Resident student - refers to a student who is *entitled* to attend school without the payment of tuition fees provided that the parent or guardian resides within the City of Ottawa and is not a separate school supporter or a French Catholic school supporter.

The **new** funding model expands the definition of resident elementary student by allowing students who are resident in the City of Ottawa, with parents/guardians who are separate school supporters or French Catholic school supporters, to attend school without the payment of tuition fees *if the student can be accommodated in an existing program, grade and class* without the requirement for additional staff. It also allows students who reside with their parents outside of the City of Ottawa, but in Ontario, to attend school without the payment of tuition fees *if the student can be accommodated in an existing program, grade and class* without the requirement for additional staff; however, transportation will be the responsibility of the parent/guardian.

Resident student – secondary (within City of Ottawa) refers to a student who is *entitled* to attend school without the payment of tuition fees provided that the person and the person's parent or guardian resides within the City of Ottawa. In addition, a student is *entitled* to attend school if he/she owns property or is a tenant separately assessed or is at least 18 years of age and has resided in the Board's jurisdiction for 12 months immediately before registering into school.

Resident student – secondary (outside City of Ottawa) The **new** funding model expands the definition of resident secondary student by allowing students who reside either with or without their parents outside of the OCDSB's jurisdiction, but in Ontario, to attend school without the payment of tuition fees, *if the student can be accommodated in an existing program, grade and class* without the requirement for additional staff; however, transportation will be the responsibility of the parent/guardian.

The new funding model provides for grants to follow Ontario students.

Immunization - The City of Ottawa Public Health Branch requires that all students provide proof of immunization. Registration cannot take place without this documentation.