

International Student Registration

Welcome to DDSB! To complete the registration process there are **two** steps that need to be completed:

STEP #1 - Email the Non-resident Clerk at internationalregistration@ddsb.ca and attach the following documents based on your status here in Canada:

Status	Documents Required
Parent Study Permit	<ul style="list-style-type: none"> • Passports for parents and children (picture page only) • Permits for parents and children • Acceptance letter from parent's school • Receipt showing that parent has paid their tuition fees • Proof of address (lease agreement, OR <u>one</u> of hydro / gas /water bill) <p>If you are living with family or friends, please provide proof of their address (see above) and a note from them stating that you and your family are living with them at their address.</p>
Parent Work Permit	<ul style="list-style-type: none"> • Passports for parents and children (picture page only) • Permits for parents and children • Proof of address (lease agreement, OR <u>one</u> of hydro / gas /water bill) <p>If you are living with family or friends, please provide proof of their address (see above) and a note from them stating that you and your family are living with them at their address.</p>
Application for Permanent Residency has been submitted	<ul style="list-style-type: none"> • Passports for parents and children (picture page only) • Receipt showing that the Permanent Residency application fee has been paid • Proof of address (lease agreement, OR <u>one</u> of hydro / gas /water bill) <p>If you are living with family or friends, please provide proof of their address (see above) and a note from them stating that you and your family are living with them at their address.</p>

Status	Documents Required
Refugee	<ul style="list-style-type: none"> • Passports for parents and children (picture page only) • Refugee paperwork for parents and children • Proof of address (lease agreement, OR <u>one</u> of hydro / gas /water bill) <p>If you are living with family or friends, please provide proof of their address (see above) and a note from them stating that you and your family are living with them at their address.</p>
Valid Visitor Permit	<ul style="list-style-type: none"> • Passports for parents and children (picture page only) • Visitor permits for parents and children • Completed International Student Application form • Proof of address (lease agreement, OR <u>one</u> of hydro / gas /water bill) <p>If you are living with family or friends, please provide proof of their address (see above) and a note from them stating that you and your family are living with them at their address.</p>

If the student to be registered has Canadian Residency/Permanent Residency please complete Step #2 only.

STEP #2 - Register at the school by completing the online registration at ddsb.ca > Our Schools > Register for School

If you have completed both steps, we thank you for your patience while we work to get all students into school. Due to the high volume of registrations, you may experience a short delay. All registrations are being processed in sequence. We will contact you if any further information is required. Once the registration has been processed, you will receive an email from internationalregistration@ddsb.ca with next steps.