

Monday, December 7, 2020

School registration moves online for the upcoming 2021-2022 school year

VICTORIA BC – The Greater Victoria School District is taking its registration process digital. The annual registration and transfer request process is set to begin in early 2021.

“Due to the COVID-19 disruption, we have had to quickly adapt the way we conduct business and our daily operations across our schools and offices,” said Shelley Green. “In a time where social interactions are limited to households, we have been working swiftly to transition our paper-based registration form to an electronic form. This will ensure our families have a safe and easily accessible way to enroll their children for the upcoming school year without having to leave the comfort of their home.”

There are some key components for parents and guardians to gather to ensure the transition to online registration is as seamless as possible. Prior to registering a student online, it is important that families have confirmed their catchment school and have the required documentation ready to upload.

Determining Catchment School

Every home address in the Greater Victoria School District is connected to a catchment school. To determine your catchment school, please visit our **school locator tool**: www.sd61.bc.ca/schools/school-locator/

Documentation Requirements

To register a student in any school, a parent or legal guardian must provide school-age eligibility, proof of citizenship and proof of residential address. To transfer schools, you must provide proof of residential address. Required documentation varies if you are a renter or home owner.

For the specific documentation requirements, please review our **Registration Guide**: www.sd61.bc.ca/registration/registration-guide/

**Personal information other than address and full name can be redacted/blacked out with a marker for privacy purposes.*

Registration Dates

January 11 – 15, 2021	Early French Immersion (Kindergarten and Grade One) Registration Week
January 25 – 29, 2021	Kindergarten Registration and Kindergarten Transfer Week

	Late French Immersion (Grade Six) Registration Week
February 8 – 11, 2021	Kindergarten to Grade 12 Transfer Process Registration open for all new Grade One – Grade 12 students for 2021-2022 school year
February 11, 2021 by 3 p.m.	Deadline to submit transfer requests
March 12, 2021	Deadline to inform parents of all transfer decisions

Student Placement

All student placements will be based on District student enrolment priorities. If there are more students than a school can accommodate, student enrolment priorities will determine the order in which students are placed. Registration will **not** be prioritized on a first come, first serve basis.

To learn more about student enrolment priorities: www.sd61.bc.ca/parent-student-resources/registration/student-enrolment-priorities/

For schools where there are fewer spaces than the number of applicants, a lottery will take place in accordance with the Student Enrolment Priorities. Students will be placed based on the order they are drawn from the lottery. Waitlists will also be established according to the draw order of the lottery.

Notification of Placement

All families will be notified about student placement via the email they provide upon registration. If an email address is not provided, families will be notified by the phone number provided.

Students who are not accepted or do not accept a French Immersion placement for Kindergarten, must register for their English catchment school during Kindergarten Registration Week, January 25 – January 29, 2021.

Early French Immersion and Kindergarten registrants will be notified of student placement prior to the K-12 Transfer Process beginning on February 8, 2021.

Online Registration

An online registration app will be available on the District’s website during the communicated registration periods. To register a student online, please visit : www.sd61.bc.ca/registration/online-registration/

If you cannot register a student online, please contact your catchment school for assistance.

For more information, please contact:

Lisa McPhail
Communications & Community Engagement

Greater Victoria School District

Office: 250.475.4103

 www.sd61.bc.ca |   @sd61schools

One *Learning* Community

