



# Adult and Continuing Education Credit Registration Form



Once form is completed including signatures, please email to [adultandcontedinfo@dpcdsb.org](mailto:adultandcontedinfo@dpcdsb.org)

Have you ever attended school in Ontario?	If YES, which school?	Which School Board?
Name of last school attended outside of Ontario:		School Board/Location
Country:	City:	Grade: Year:
Student Number	Student OEN #	
Legal Names: (Students are registered by their legal name which will be used on legal documents. The student's preferred name will be used at school)		
Surname:	First Name:	Middle Name:
Address:		Apt./Unit #
City:	Postal Code:	Email:
Home Phone:	Cell Phone:	
How do you identify: Female <input type="checkbox"/> Male <input type="checkbox"/> Non- Disclosed <input type="checkbox"/> Self- Identified <input type="checkbox"/>	Birthdate:	YEAR MONTH DAY
Country of Citizenship:	Country of Birth:	First Language:
Arrival date in Canada:	Arrival Date in Ontario:	
Status in Canada	Expiry date (if applicable)	
Medical Condition(s)/Alert		
Indigenous Student (Voluntary Self-Identification): for the purposes of supporting First Nation, Metis and Inuit Student achievement objectives of Dufferin Peel and the Ministry of Education and of reporting student's achievement to the Ministry of Education and the Education Quality and Accountability Office, I/We choose to voluntarily self-identify my/child's ancestry as:		Select

Emergency Contact:	Relationship to Student:
First Name: Surname:	
Cell Phone:	Alternate Phone Number:

**Courses are open to residents of Ontario only. Co operative Education Placements are available for those living in Peel Region & the Greater Toronto Area. Select a maximum of 2 (two) individual credit courses OR 1 (one) Co Operative Education Package per Module.**

1 <sup>st</sup> Course	
2 <sup>nd</sup> Course	

**Attendance & Punctuality**  
Regular attendance and punctuality are important factors to ensure success in all Adult and Continuing Education Programs.

**Code of Conduct**  
The Dufferin-Peel Catholic District School Board, Adult and Continuing Education Department will strive to create a Catholic learning community in which students are able to develop their spiritual, intellectual, physical, and social potential. Dufferin-Peel Catholic District School Board, mandated by the Ministry of Education Safe Schools policy, has established The Catholic Code of Conduct, which outlines the rights and responsibilities of students attending programs in Dufferin-Peel. Detailed information regarding the Catholic Code of Conduct is available at <http://www.dpcdsb.org>

**Course Fees Individual credit course \$30.00, 2 individual credit courses (same Term) \$50.00, Accounting OR Office Admin Co op Program \$65.00, Internationally Trained Co op Program \$75.00. Note: Preferred method of payment is School Cash Online ( Plus Cost Recovery Fee) . Course Fees are Non Refundable.**

Amount:	\$
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Personal information collected shall be used for the provision of educational services and/or to administer health and emergency responses as required. If required to support the student's needs, personal information, including OSR information may be requested from or shared with their current school. Information is collected under the authority of the *Education Act*, R.S.O. 1990, c. E.2, (s.170, s.190, s.264, s.265); *Sabrina's Law*, 2005, S.O. 2005, c.7 and *Ryan's Law (Ensuring Asthma Friendly Schools)*, 2015, S.O. 2015, C.3 in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. Any questions regarding information collected, may be directed to the school principal or to the Records Management and Access & Privacy Administrator, 40 Matheson Blvd West, Mississauga, ON L5R 1C5 (905) 890-1221 ext. 24443

Adult Learner's Signature:	Date:
<b>For office use only: Staff please initial or sign as each step is completed</b>	
Pre Registered: YES <input type="checkbox"/> Initial NO Reason: Initial	
Scheduled: Course & Section: Course & Section:	
Notes/Information:	
Signature:	Date Completed: