Documents for International Students

Student Visas/Study Permits

The student Visa application is the first step taken for a student hoping to attend school in Canada. The Visa application should be made before the student enrolls in a school away from home. Each country has a different process for student Visa application; find out what is required for your child by contacting your nearest Canadian Embassy or Consulate, or visiting Citizenship and Immigration Canada on the web at www.cic.gc.ca.

Once the student has been granted a student Study Permit for Canada, the government office will issue an approval of Study Permit letter. This letter must be presented when the student arrives at Toronto Pearson International airport or your first port of entry into Canada. Immigration Canada will replace the letter with a "study permit" which will be stapled inside the student's passport. This is a very important official document. Immigration Canada validates the student permit for one full year.

At Lakefield College School, the Admissions Office provides you with the Custodian Declaration Form, along with an official letter of acceptance. Should you require assistance with this process, please notify the Admissions Office and you will be provided with a referral to a trusted immigration consultant. Students entering their Grade 11 year are invited to participate in a school trip to Washington, D.C. with the history class. If your child has enrolled in this course, you may want to contact the U.S. Embassy nearest you and consider applying for a "Visitors Visa" for your child so that they may be allowed to cross the Canadian border into the United States on a school trip. It is very difficult for an international student to apply for a U.S. Visitors Visa while residing in Canada; this document needs to be processed in the student's home country.

Parents will want to keep a photocopy of their child's legal documents such as Study Permits, passports, and any other Visa related to the child's passport.

Custodianship

International students (i.e., those without Canadian citizenship or permanent resident status) under the age of 18 that are studying in Canada are required to have a Custodian Declaration Form completed (signed by both parents and notarized). In situations where a family cannot source a custodian — typically a relative or family friend residing in Canada — an appointed member of the Lakefield College School leadership team will provide custodianship. The school will remain responsible for the student and any responsibility associated with this role is transferred to Lakefield College School and the person directly responsible (e.g., teacher, Head

of House, Head of School, etc.), which assumes in loco parentis, upon a student's arrival to campus.

During school holidays, including long weekends and breaks, and parent-authorized overnight leaves, the school dissolves in loco parentis. During these periods of time, custodial responsibilities are transferred to the supervisory adult.

In loco parentis: Is defined as "in place of a parent." With the exception of school holidays (including long weekends and breaks when the school dissolves in loco parentis) and parent-authorized overnight leaves, students are considered to be under the care and authority of the school. A student is considered in loco parentis when they are in the care of the school; on school trips and school contracted transportation.

Health and Medical Insurance

International students need to arrange for health and dental coverage while at school in Canada. Students who hold Canadian citizenship, Official Landed Immigrant Status, or Permanent Residency Status should apply for Ontario Health Insurance Plan (OHIP) coverage. The Admissions Office can assist families with this process. International students who do not have OHIP coverage, must provide documentation showing they have medical coverage through their parents, or may purchase the "International Student Medical Plan" offered by an insurance company affiliated with the school. Links to OHIP information and the International Student Medical Plan can be found at the end of this section.

When an international student has a doctor's appointment, Lakefield College School pays the doctor directly and charges the student's school account. These medical charges will appear on the student's monthly statement; the doctor's original invoice will be attached to the bill. Parents pay their monthly LCS statement, and then submit the medical expenses directly to their insurance company. Detailed information about medical coverage and associated costs are sent to families in April each year. For more information on OHIP and the International Student Medical Plan, contact the Ontario Ministry of Health and Long-Term Care at www.health.gov.on.ca and Medi-Select at www.etfsinc.com.