



## Online Course Registration – Pre-approval

<b>SECTION I - STUDENT INFORMATION</b>			
<b>NAME</b> _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span><i>Legal Last Name</i></span> <span><i>Legal First Name</i></span> <span><i>English Name</i></span> </div>			
Pupil # _____	Birthdate yyyy / mm / dd _____	Cell Phone _____	Email _____
<b>CURRENT SCHOOL</b> _____ <b>CURRENT GRADE</b> _____ <b>ATTENDING ELL LEVEL</b> _____			

<b>SECTION II – RESPONSIBLE PERSON (RP) (ADULT LIVING WITH THE STUDENT) INFORMATION</b>			
<b>RP NAME</b> _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span><i>Last Name</i></span> <span><i>First Name</i></span> <span><i>English Name</i></span> </div>			
Home Phone _____	Cell Phone _____	Email _____	

<b>SECTION III – COURSE REQUEST</b>		
We / I have read, understood, and agreed to the <b>RIE’s Online Courses Terms and Conditions for Registration.</b>		
Student would like to register for _____ through <b>Richmond Virtual School</b> <div style="text-align: center; font-size: small; margin-top: 5px;"><i>online course name</i></div>		
_____ Richmond Virtual School _____ commencing _____ <div style="text-align: center; font-size: small; margin-top: 5px;"><i>first day of class (yyyy/mm/dd)</i></div>		
Reason(s) for this request (attach another page if necessary) _____ _____		
_____ <i>Student Name (Print)</i>	_____ <i>Student Signature</i>	_____ <i>Date</i>
_____ <i>Responsible Person (Print)</i>	_____ <i>RP Signature</i>	_____ <i>Date</i>

School Use Only	The above online course request is <u>pre-approved</u> / <u>pending</u> / <u>denied</u> / other: _____	<b>*Payment to RVS</b>  <b>Student</b> <b>Home</b> <b>School</b>
	_____ and _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span><i>Counselor Signature</i></span> <span><i>School-based RIE Coordinator Signature</i></span> </div>	
	_____ and _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span><i>Date</i></span> <span><i>Date</i></span> </div>	
The RVS course is one of the 8 in the students schedule The student has 8 classes at home school, the RVS course is an additional course and student is to be invoiced		

\*This form must be submitted to [study@sd38.bc.ca](mailto:study@sd38.bc.ca) and student must register at: <https://RVS.sd38.bc.ca> for the approved course to complete registration.