

**APPLICATION FORM FOR**

**RICHMOND VIRTUAL SCHOOL BLENDED LEARNING PROGRAM**

Please complete application form and submit by email to [rvs@sd38.bc.ca](mailto:rvs@sd38.bc.ca)  
Please call the RVS office at 604-668-6371 with any questions.

**OFFICE USE ONLY**

Staff Initial: \_\_\_\_\_

Application Date: \_\_\_\_\_

Time: \_\_\_\_\_

Student Name: \_\_\_\_\_ Current Grade: \_\_\_\_\_  
*Last Name First Name*

Current School: \_\_\_\_\_ Catchment School: \_\_\_\_\_

Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_ Current ELL Level (if applicable): \_\_\_\_\_  Learning Resource Support Required  
*D M Y*

Home Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Parent Email: \_\_\_\_\_

Do you have a sibling applying to RVS: \_\_\_\_\_ Current Grade: \_\_\_\_\_  
*Last Name First Name*

Please describe the reason(s) why you are applying to Richmond Virtual School Blended Learning Program:

\_\_\_\_\_

Parent/Guardian: \_\_\_\_\_  
*Name Cell Phone Home Phone*

Parent/Guardian: \_\_\_\_\_  
*Name Cell Phone Home Phone*

\_\_\_\_\_ *Date Submitted* \_\_\_\_\_ *Parent or Legal Guardian Signature*

**FOR OFFICE USE ONLY**  The above application has NOT been approved.  
 The above application has been approved.

Comment: \_\_\_\_\_

\_\_\_\_\_ *Decision Date*

\_\_\_\_\_ *Administrator Signature*

## **RVS BLENDED LEARNING PROGRAM IMPORTANT INSTRUCTIONS/INFORMATION**

1. Parents/legal guardians **must first register their child in a Richmond School before applying to attend the Richmond Virtual School (RVS) Blended Learning Program .**
2. Approvals for Richmond Virtual School will be based on availability of staffing and program space. Families are encouraged to apply during our first phase of planning for the next school year (between January 1 to April 1). Applications received after April 1 will be reviewed on an ongoing basis.
3. Efforts will be made to accommodate siblings who are applying to RVS. Each sibling needs to submit a separate application form.
4. Each application form must be submitted by email to [rvs@sd38.bc.ca](mailto:rvs@sd38.bc.ca). Please complete this application form accurately, including reasons for the transfer, as incorrect or incomplete information provided may result in the application being denied. Please include an attached letter if there is a need to communicate more detail about the request to transfer.
5. Once a RVS Blended Learning Program application has been received, the student and parents/guardians will be required to attend an in-person intake meeting to discuss the program design and shared responsibilities, and to assess the suitability of enrolling in a blended learning program. Prior to attending the intake meeting, parents will be responsible for downloading and completing sections of a [Student Learning Plan](#) that will be reviewed during the meeting.
6. If your application is approved, you will **have two business days to accept or decline the placement** at Richmond Virtual School. **If you choose to accept the placement at Richmond Virtual School, your space at your catchment school will be forfeited.** If you choose to apply to return to your catchment school at a later date, your request will be subject to physical, resource and program space as per [501.8R- Student Admission, Registration, Placement and Transfer](#).