

# Welcome to



# Walkerville Collegiate Institute

## Items needed for registration appointment:

- Transfer package** from the current school you are attending, which includes an attendance record, and a transcript with updated final marks.
- Online registration form** to be completed (see back page for instructions).
- Two (2) proof of residency documents** required to show school staff to complete registration.

### PROOF OF RESIDENCY DOCUMENT Two (2) documents are required

Property Tax Bill _____	Utility Bill _____	Income Tax Assessment _____
Home Insurance Policy _____	Cable Bill _____	Offer to Purchase within 90 days _____
Bank Statement _____	Valid Ontario Driver's License (not temp) _____	Mortgage, rental or lease agreement with official receipt _____

If you need to have documents notarized, Community Legal Aid will notarize documents for any local resident. As of November 2014, there is a standard \$10 fee, but for those receiving any type of assistance, if proof is provided, the fee is waived. The office is at Windsor Law, 2475 University Avenue West, Tel: 519-253-7150. It is better to call ahead to ensure someone is available.

\_\_\_\_\_  
School Staff Signature

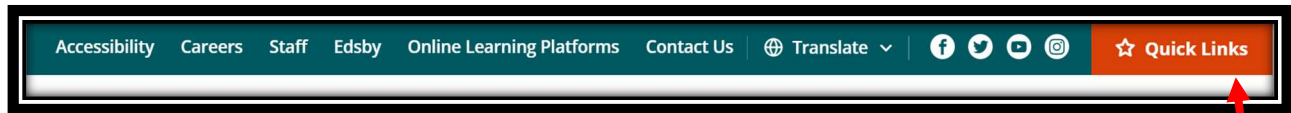
\_\_\_\_\_  
Date

- Once you have the transfer package and completed and online registration form, call **Walkerville Collegiate Institute 519-252-6514 Ext 31400** and the head secretary will schedule an appointment with Administration.

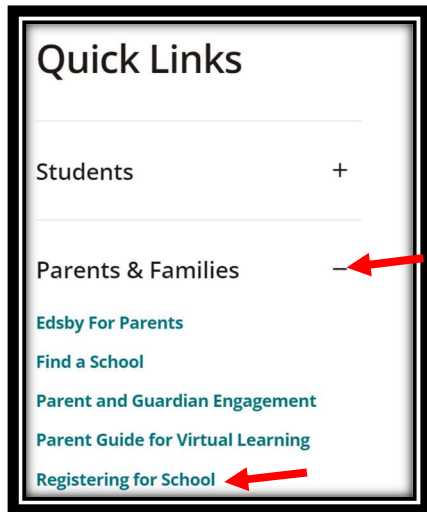
# How To Register your Student Online

Go to the school board web site: [www.publicboard.ca](http://www.publicboard.ca)

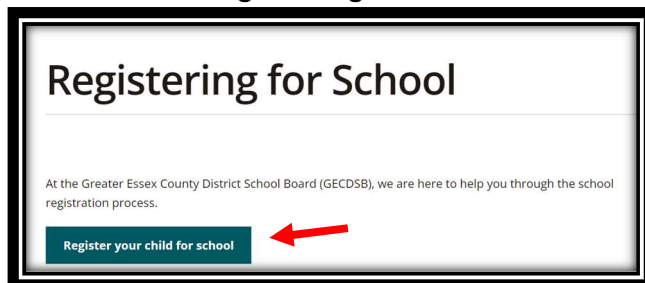
- Click on “Quick Links”



- Click on “Parents & Families”



- Click on “Registering for School”



- Click on “Register your child for school”



- Click on the “Register button”

Once the registration process is completed online, the secondary school that is in your home location will show up and they will receive your registration form. Contact the school secretary at Walkerville’s phone #: 519-252-6514 and let them know what your district secondary school is and the Registration ID.