



Online Course Registration – Pre-approval

SECTION I - STUDENT INFORMATION			
NAME _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>Legal Last Name</i> <i>Legal First Name</i> <i>English Name</i> </div>			
Pupil # _____	Birthdate yyyy / mm / dd _____	Cell Phone _____	Email _____
CURRENT SCHOOL _____ CURRENT GRADE _____ ATTENDING ELL LEVEL _____			

SECTION II – RESPONSIBLE PERSON (RP) (ADULT LIVING WITH THE STUDENT) INFORMATION			
RP NAME _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>Last Name</i> <i>First Name</i> <i>English Name</i> </div>			
Home Phone _____	Cell Phone _____	Email _____	

SECTION III – COURSE REQUEST		
We / I have read, understood, and agreed to the RIE’s Online Courses Terms and Conditions for Registration.		
Student would like to register for _____ through Richmond Virtual School* or <div style="text-align: center; margin: 0 auto;"><i>online course name</i></div>		
_____ commencing _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>another online learning provider</i> <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> / <u>other</u> _____ _____ and _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>Counselor Signature</i> <i>School-based RIE Coordinator Signature</i> </div> _____ and _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>Date</i> <i>Date</i> </div>
Payment to RVS	Student has less than 8 classes at home school – this RVS course counts as one of the 8 in the student schedule. <input type="checkbox"/> Student has 8 classes at home school – this RVS course is an additional course and student is to be invoiced. <input type="checkbox"/>

*If course is taken with RVS, this form must be submitted to RVS@sd38.bc.ca and student must register at <https://RVS.sd38.bc.ca> for the approved course to complete registration.