



Mount Douglas Secondary School

3970 Gordon Head Road, Victoria, B.C. V8N 3X3

Phone 250-477-6977

Fax 250-477-0277

Date Application Received by Mount Doug: _____

NEW APPLICANTS TO MOUNT DOUG APPLICATION FORM

Student Name: _____ School Attended 2018/19: _____
Birthdate: _____

Applying for entry into grade _____ with a start date in (check one) September 2019
 February 2020

Thanks for your interest in applying to Mount Doug. The necessary documents can be printed from our website at www.mtdoug.sd61.bc.ca under "Apply to Mount Doug" or paper copies are available in our school office. You will also find our Course Guide handbook on our website.

The following documents are to be submitted to apply for registration:

- This **New Applicants to Mount Doug** form
- Completed **Course Planning selection form** (for applicable incoming grade – please fill in as a guideline for the courses you are interested in – to be finalized after confirmation of registration) - available from the school or website
- **School Admission Registration Form 2019-2020 – 2 pages**
 - **Birth certificate** (copy) **(if NEW to Greater Victoria School District #61)**
 - **Academic record** (e.g. school transcript or copy of most recent report card) **(if NEW to Greater Victoria School District #61)**
- **Proof of address** (e.g. Copy of utility bill, driver's license) **(if NEW to Greater Victoria School District #61)**
- **Study Permit** (if applicable, please see <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/prepare/minor-children/need-permit.html> for more information)

IMPORTANT NOTE: For landed immigrants, please present with the application for copying:

- Original landed immigrant or Canadian Citizenship status papers
- Proof that the parents are residents in Greater Victoria

Please submit completed documents in one of the following ways:

- **In person/mail:** 3970 Gordon Head Road, Victoria, B.C. V8N 3X3
- **Scan and email:** mtdouginfo@sd61.bc.ca
- **Fax:** 250-477-0277

The documents will be checked for completion and I will see if we are able to accommodate your requests. As this cannot usually be done immediately, I will contact you if I require further information or when I can confirm your registration at Mount Douglas.

If your plans change or if you have any questions, please let us know by emailing mtdouginfo@sd61.bc.ca or call 250-477-6977.

Sincerely,

Aaron Norris
Vice-Principal
Mount Doug Secondary School
anorris@sd61.bc.ca