

ADMIN PROCEDURES MANUAL  
**Administrative Procedure 300 – Appendix A**

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## DETAILED AGE REQUIREMENT

A student is eligible for admission in September of a school year if the student will have attained the age of five years on or before December 31 of a school year. The student is eligible to continue to receive an educational program until June 30 of the school in which the person reaches the age of 19 years.

Acceptable documents establishing proof of age are:

- Canadian Birth Certificate (recommended for students born in Canada) **or**
- Canadian Passport
- Canadian Citizenship Card
- Canadian Citizenship Certificate
- Confirmation of Permanent Residence and Passport
- Permanent Resident Card (front & back)
- First Nations Documentation or Band Card
- Refugee Claimant document (Does not confer status)
- Temporary Resident document

If none of the above is available, please refer to the Newcomer Office for assistance.

To obtain a Birth Certificate, contact the Department of Vital Statistics in BC, or in the province of the child's birth.

*SD No. 40 (New Westminster)*

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Modification to this document is not permitted without prior written consent from SD No. 40 (New Westminster)