

ADMIN PROCEDURES MANUAL
Administrative Procedure 300 – Appendix C

DETAILED RESIDENCY REQUIREMENTS

In accordance with the *School Act*, applicants for a funded education must show, on the basis of objective evidence, that they meet requirements for *ordinarily resident* in the community. The following current documents, one from each category, may be deemed acceptable. Financial details can be redacted.

1. Residency Status in Canada:
 - 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
 - IRCC confirmation of Permanent Residence being processed within Canada
2. Residence in the city, one of:
 - long-term tenancy agreement
 - property purchase documents with subjects removed
 - property tax notice with home owner grant eligibility
 - verification from a government agency (such as housing shelter),
 - letter from landlord/registered owner attesting to shared accommodation with landlord's proof of ownership attached.
3. Supporting residency documents:
 - from lawyer confirming application of long-term stay in BC
 - vehicle registration
 - pay stub showing employment in the community
 - BC Services Card
 - BC Identification Card
 - BC Driver's License (must be a photo ID Driver's License and not have an address change sticker)
 - income tax return as a BC resident
 - correspondence from a government agency (such as BC Employment Assistance)
 - letter from IRCC confirming application of long-term stay in BC

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

SD No. 40 (New Westminster)

Adopted: May 30, 2017

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