

## Student Registration and Re-registration Requirements

When a student is registering or re-registering in a BCSS program or activity, the following requirements need to be met:

### Registering

1. Cheques must be submitted and received by July 1 of each year: 10 or 12 post-dated cheques or one cheque to pay in full, as per the 'Promise to Pay Agreement.'
  - a. The Board will consider any family for alternative arrangements for payment in case of a family who is struggling to meet this commitment. A letter requesting special arrangements must be submitted and received by the school office no later than July 1 and approved by the Brant Christian School Society Board.

### Re-registering

1. A family will be considered eligible for re-registration in any BCSS affiliated program if the following criteria has been met:
  - a. There are no outstanding debts owing (or alternative financial arrangements have been made).
    - i. In cases where payment has not occurred on time:
      1. The office will make one call mid-July as a reminder of payment required.
      2. If payment has not been received by the end of July a reminder letter will be issued by the school bookkeeper.
      3. If payment has not been received by the middle of August, the Brant Christian School Society Board will issue a follow up letter.
      4. If payment has not been received by the start of the school year students will not have access to bussing.
  - b. There are no unresolved Christian conduct issues which may be with the student but may also include parents conduct as well.