



SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

2100 Ferry Avenue, Prince George, B.C. V2L 4R5

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January 6, 2021

Immaculate Conception
3285 Cathedral Ave, Prince George, BC V2N 5R2

Dear Ms Barth:

RE: Grade 7 – 8 Transition Process

To enable an easier transition for independent school grade 7 students to a School District No. 57 Grade 8 program in September 2021 our online application for registration will be open to these students for 3 weeks starting January 12, 2021. We are asking that the below information be communicated to the appropriate parents.

The **Online Transition Process** is outlined as follows:

This process requires parents/guardians of transitioning students entering School District No. 57 to input basic demographic information, contact information and their catchment secondary school. Having this information will enable School District No. 57 receiving schools to more accurately determine in catchment student numbers. **The Transition Process will open at 9:00 am on January 12, 2021 and close at 3:00 pm on February 2, 2021.** Upon submission of the online form, parents will be contacted directly by the catchment secondary school with School District No. 57 registration information.

If students are wishing to attend a secondary school other than their catchment school they must first complete the Online Transition Process and submit completed registration forms, they may then apply to transfer from their School District No. 57 catchment school to their requested school by completing a Online Student Transfer request. **The Student Transfer Process will open on February 3, 2021 at 9:00 am and close on March 2, 2021 at 3:00 pm.** Parents/guardians will be notified by the requested school by March 30, 2021 as to the status of their Student Transfer request.

School District 57 (Prince George) thanks you in advance for providing this information to grade 7 households at your earliest convenience.

Sincerely,

Rebecca Mundie

Data Management & Privacy Officer
District Operations Support
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