

CODE: HEC.BP**EFFECTIVE DATE:** (12-06-2012)**TOPIC:** Non-Resident Student Admission and Enrolment**ISSUE DATE:** (20-06-2023)**REVIEW YEAR:** (2030)

PURPOSE

To outline the Board of Trustees' (Board) direction for decisions related to the admission and enrolment of non-resident students in the Division, in accordance with the *Education Act*, S.A. 2012, c.E-0.3, as may be amended from time to time.

DEFINITIONS

Growth control processes refer to Division processes to manage enrolment growth.

Resident student includes a student who has at least one parent or legal guardian living in Edmonton who is not Roman Catholic and any other student who is defined as a resident student in Section 4 of the *Education Act*, as may be amended from time to time.

Non-resident student refers to any student who does not meet the criteria for a resident student.

Sponsorship fees refer to the fees charged to another school division for the enrolment of a non-resident student who may require additional funding from their resident board.

Tuition fees refer to the fees charged to students who are not entitled to have access to an education program in Alberta (i.e., students who are non-resident students of the Board or any other board or Government).

POLICY

Subject to the Division's growth control processes and Section 10 of the *Education Act*, as may be amended from time to time, resident students are prioritized for enrolment in Division schools before non-resident students. In addition, subject to growth control processes, non-resident students may only be enrolled in Division schools where, in the opinion of the Superintendent of Schools, sufficient space and resources permit.

When enrolling non-resident students, the Board may set fees in the following circumstances:

A. SPONSORSHIP FEES

Other school divisions may be required to pay the Board sponsorship fees as part of agreements in which the Board provides instructional programming for non-resident students who may require additional funding from their resident board.

Annually, the Board will establish the amount of sponsorship fees.

B. TUITION FEES

Tuition fees will only be charged to students who are not entitled to have access to an education program in Alberta, as per Section 3 and 13 of the *Education Act* and the *Funding Manual for School Authorities*, including:

- a. International students.
- b. Students who are Canadian citizens but whose parents do not reside in Alberta.
- c. Individuals who are 20 years of age or older on September 1 of a given year.

Annually, the Board will establish the amount of Division tuition fees.

REFERENCES

CHA.BP - Board Delegation of Authority

HC.BP - Resident Student Enrolment

HC.AR - Student Admission and Enrolment

Education Act Sections 3, 4, 7, 10, 12, 13, 14, 52

Alberta Education Funding Manual for School Authorities