



TO: Parent or Legal Guardian of Underage Student

FROM: Registrar, Global Village Toronto (The Language Workshop Inc.), herein referred to as **Global Village English Centres**

PAGES: 6, including cover page

RE: Underage Student Agreement

Dear Parent:

Further to your application for the above student, Global Village requests the following items to complete the registration application. As you likely know, Canadian Law places particular regulations on students under the age of 18 and their schools. Therefore, we ask that those students and their families provide the pieces of information listed below:

1. Confirmation of full medical/travel insurance. All students must possess full medical/travel insurance of **at least \$500,000.00** upon arriving at Global Village. Students can purchase such insurance for the entire duration of their stay from Global Village if they are unable to buy it before departure. This insurance costs \$2.00 per day.
2. A signed copy of the attached "Homestay Guidelines".
3. A completed and signed copy of the attached "Global Village Student Registration Form."

Thank you very much for cooperating with us on these registration details. We look forward to welcoming this student to GVEC.

Sincerely,

Registrar
Global Village English Centres

**GLOBAL VILLAGE ENGLISH CENTRES
UNDERAGE STUDENT REGISTRATION FORM**

1. REGISTRATION

STUDENT _____ SEX _____

NATIONALITY _____ BIRTH DATE _____

HOME ADDRESS _____

TELEPHONE NUMBER _____

MOTHER'S NAME _____ DAY PHONE _____

FATHER'S NAME _____ DAY PHONE _____

EMERGENCY CONTACT _____

DETAILS OF MEDICAL INSURANCE: (Please provide a copy of insurance.)

INSURER _____ POLICY _____ # _____

PASSPORT NUMBER _____ COUNTRY _____

2. MEDICAL INFORMATION

Please complete all questions. If answer is YES to any question below, explain on a separate sheet of paper and attach it to this piece of paper.

a) Does the student have full medical coverage of at least \$500,000? ___YES ___NO

b) Is the student physically and emotionally able to participate in a full day of instruction and activities with groups of students? ___YES ___NO

c) Does this student have any special learning needs. (Do we need to eliminate activities or offer special treatment?) ___YES ___NO

d) Are there any special problems of physical limitations this student has of which we should be aware? If yes, please explain. **YES** **NO**

e) Has this student had any operations or serious injuries? If yes, please describe and give the dates when these operations or injuries occurred. **YES** **NO**

f) Is this student currently taking medication and/or receiving treatment? **YES** **NO**

g) Does this student have any history of loss of consciousness, convulsions, concussions, epilepsy or diabetes? **YES** **NO**

h) Does this student have any allergies (eg. food, drug or environmental)? **YES** **NO**

Please list: _____

If yes, does the student carry an epipen? **YES** **NO**

i) Has this student ever required any psychiatric counselling/hospitalization? **YES** **NO**

j) Is there any additional health information of which we should be aware? **YES** **NO**

If yes, please describe.

3. ACTIVITIES

Global Village English Centres offers many activities to students in addition to English language instruction. A partial list includes:

- * skiing and snowboarding
- * skating
- * rollerblading
- * canoeing
- * hiking
- * horseback riding

Are there any activities that you do not wish your child to participate in? YES NO

If yes, please list: _____

I hereby give permission for _____ (the " Student")
To engage in all activities and programs of the Centre, except as noted. In an emergency the Centre has my permission to obtain medical treatment including routine tests, x-rays, hospitalization, injections, anaesthesia, or surgery for the Student.

(Signature of parent or legal guardian)

4. STUDENT CODE OF CONDUCT

1. The student is required to observe Canadian Laws.
2. The student is not permitted to drink alcohol
3. The student is required to work co-operatively with school staff members, other students and the homestay family.
4. Students 10-14 years of age are required to be home by 9:00 pm daily unless on a GV activity. Students 15-17 years are required to return home on Sunday through Thursday nights by 10:00pm and by 12:00am (midnight) on Friday and Saturday nights. Students will not disturb the household after these hours.
5. The student is required to return to the homestay to sleep each night.
6. The student will not invite guests back to the home without the permission of the homestay.

Students who do not confirm to the expectations outlined in the Student Code of Conduct and Homestay Guidelines will not be placed with other families. Global Village reserves the right to dismiss students from the school and/or the Homestay Program if they do not follow the Student Conduct.

5. HOLD HARMLESS AGREEMENT:

PLEASE READ CAREFULLY AS THIS TAKES AWAY YOUR RIGHT TO SUE THE CENTER IN THE EVENT THAT YOUR CHILD IS INJURED WHILE TAKING PART IN THESE ACTIVITIES.

All of the activities which we offer to students involve a certain amount of risk of injury to the student. In order for your child to take part in these activities, we require that a parent or guardian sign the waiver agreement set out below.

In consideration of the Centre accepting my child as a student, I the undersigned parent/guardian of _____ (the "Student"), for myself, my administrators, executors, successors and assigns **UNDERTAKE AND AGREE** to hold Global Village Vancouver (Westcoast English Language Center Ltd.); Global Village Calgary (Rocky Mountain English Center Ltd.), GV Victoria (Global Village English Language Center Victoria Ltd.), Global Village Toronto (The Language Workshop Inc.) all herein referred to as **Global Village English**, their directors, officers, employees, agents and representatives, custodians and contractors (hereinafter collectively referred to as the "CENTRE") harmless with respect to any and all liabilities for any loss, damage, injury or expense the Student may suffer as a result of the Student's participation in programs and activities provided by the Centre during their study period and the undersigned **FURTHER UNDERTAKES AND AGREES** that in the event of such loss, damage or injury the undersigned shall not and shall not suffer or permit any person to commence an action in any court against the Centre with respect to any such loss, damage or injury on behalf or the undersigned or the Student.

6. PERMISSION FOR USE OF PHOTOS FOR MARKETING PURPOSES

It is customary for Global Village to periodically take pictures of students on activities or in class. I understand and agree that these photos may be used for future marketing purposes.

Dated and signed at _____, this _____ day of _____ 20__.

(Signature of Witness)

(Signature of parent or legal guardian)

(Name of witness: **please print**)

(Name of parent or legal guardian: **please print**)

**GLOBAL VILLAGE
HOMESTAY GUIDELINES**

Further to arranging the placement for _____, we are writing to offer our homestay/residence guidelines for students who are under the age of 18.

They are as follows:

1. The student is required to return home on Sunday through Thursday nights by 10:00pm and by 12:00am (midnight) on Friday and Saturday nights. The student will not disturb the household after these hours.
2. The student is required to come to return to the homestay to sleep each night.
3. The student will not invite guests back to the home without the permission of the homestay.
4. The student is not permitted to drink alcohol.
5. Should the student's health become a concern, please contact homestay coordinator as soon as possible.
6. Should the student break one of these guidelines, or the homestay family encounter a situation that presents any question or difficulty, please contact the Homestay Coordinator as soon as possible.

Global Village has had a number of underage students come to their schools, where they have succeeded as students and developed as individuals. The work of the homestay family and the school is integral to this process.

Thank you for your cooperation as we continue to provide a caring and supportive atmosphere for Global Village students.

Best regards from the Global Village Homestay Coordination Staff.

Parent signature

Student Signature

Date d/m/y