



January 14, 2025

Dear Parents and Guardians of Khalsa School Calgary Students,

We take immense pride in delivering high-quality education to our students at Khalsa School Calgary. Our focus remains dedicated to understanding each child's needs, striving for their academic success.

It's that time of year when we seek your assistance in completing the Continuing Student Registration Forms for the 2025-2026 School Year. **To secure a spot for your child, please return the forms along with the fee payments by Friday, February 7th, 2025.** Our priority is to reserve seats for our current students before opening enrollment to the wider community. **Submissions received after Friday, February 7th, 2025 will be placed on a waitlist if spots for a particular grade are unavailable.**

Once again, the Prosser Charitable Foundation is extending support to Khalsa School families with low incomes. If you believe your family qualifies, kindly download the form from the school website or pick up from the office and submit it with the registration form. Eligible families are still required to adhere to scheduled fee instalments. Should your family be selected by the Prosser Foundation, fee adjustments will be made in the fall of 2025. Please note that the Prosser Charitable Foundation operates independently, and Khalsa School Calgary has no influence on recipient selection or the amount approved.

We urge you to complete, sign, and return all attached forms promptly. Thoroughly reviewing and updating the student information page is crucial for ensuring the accuracy of our records. If the address is new, please submit the proof of new address with the application.

We look forward to serving our families and especially the youth of today and tomorrow!

Warm Regards,

Melissa Zaseybida
Acting Principal, Khalsa School Calgary

Khalsa School Calgary



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2025-2026 CONTINUING STUDENT REGISTRATION

Re-registration package for all students currently enrolled at Khalsa School Calgary.

Please ensure that a separate package is completed for each student.

Completed forms and ALL applicable FEES must be submitted to the office by

February 7th, 2025

Fees can be paid by cheque, draft, cash or credit card (*2% fee will be charged for credit card payments*).

*** Please Note: You will be charged \$20.00 for all bounced cheques.***

A late fee of \$50 will be charged monthly on any pending fees one week after the due date until fees are paid.

All post-dated cheques or credit card details must be submitted with the registration form. If you are paying by cash or draft, please make a note of how much you owe for the second and third installments.

Child's Full Name: _____
First Middle Last

School Year 2025/26 Grade: _____

Khalsa School Calgary



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**** This form is mandatory for all students in Alberta. Please complete and sign****

STUDENT INFORMATION

Student's Legal Name: _____ Grade 2025/2026: _____
First Middle Last

ABORIGINAL SELF-IDENTIFICATION

If you wish to declare the student is Aboriginal, please select one:

First Nation (status) <input type="checkbox"/>	First Nation (non-status) <input type="checkbox"/>	Metis <input type="checkbox"/>	Inuit <input type="checkbox"/>
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For further information, please refer to: www.education.alberta.ca/system-supports/results-reporting or contact Alberta Education at 780-427-8501

If you have questions regarding the collection of student information by the school, please call at 403-293-7712

SIGNATURE

Parent/Guardian Signature

Date



NOTICE OF ACTIVITIES

(As required by Alberta's Personal Information Protection Act {PIPA})

The purpose of this notice is to inform you about the collection and use of student information by Khalsa School Calgary.

In most cases, the information that we are requesting is required under the School Act. We must provide Alberta Education with specific information on each student. In other instances, the information will be collected and used for activities that will take place throughout the school year. We understand that there may be occasions where you have concerns with how this information will be used. If this is that case, please contact the school and we will discuss your concerns.

The following are examples of how personal information may be used for school related activities. In order to assist the school in maintaining a vital and healthy environment, participation of all students is important and encouraged.

1. The use of a student's name, photograph, or comments about the school in the school newsletter, calendar, or other school publication.
2. The use of student names on art work or other creative work or material displayed at the school or at school sponsored displays within the community.
3. The use of student names for recognition purposes on honour rolls or other awards within the school.
4. The use of student names, telephone number, grade, parent's name and related contact information for absenteeism verification, emergency fan-outs, field trips, and other school sponsored activities.
5. The use of student names, addresses, phone number, parent's name and related contact information for the provision of transportation services.
6. The use of individual, class, or club photos for school purposes, and the use of student photos for student records and other identification purposes.
7. The use of photos/videos of classroom or other school activities by the school where the material will be used within the school.
8. Where individual students are identified or interviewed and the material will be used outside the school, the Media Permission Form will be required.
9. The circulation of information on a "need to know" basis regarding students who have severe or life-threatening conditions.
10. The use of personal information in order to assist individuals who have been contracted to provide ancillary and support services. This may include individuals who provide services through Alberta Government funded projects, such as the Alberta Initiative for School Improvement (AISI).
11. The sharing of personal information with the Board of Trustees, when required.

I hereby give Khalsa School Calgary permission to use information/photos of my child for all purposes specified above.

CHILD'S FULL NAME: _____

Parent/Guardian SIGNATURE

DATE



MEDIA PERMISSION FORM

Throughout the school year photographs and videos of students are produced by the school. When photographs or videos are taken of students where individual students can be identified, the Personal Information Protection Act requires us to obtain your consent where the photographs or videos may be used for purposes outside of the school or at public functions. Such purposes may include brochures, the school website, electronic presentations, social media and other publications illustrating school activities.

By agreeing to this consent form below you are granting permission to Khalsa School Calgary to photograph, and/or videotape your child, display your child's academic and creative work and/or reproduce your child's work for the purposes of promotional material.

By agreeing, you confirm that you understand your child's photograph and/or academic and creative work may be used for, but not limited to, the following:

- Education displays during school open houses, in-service sessions and other school related activities
- At school related activities
- At school sponsored displays in the community
- School publications and promotional material
- School website
- School social media sites (Facebook, Twitter, Instagram, etc.)

In addition, from time to time, schools are visited by members of the media to cover positive events and stories. Their coverage may include photographs, video footage or audio for radio, of students. This coverage may also include interviews with students about a school event, program or activity. These school visits are supervised by school administration and are always pre-arranged.

*Please note: Photos/videos of school activities (e.g. athletic events, Guru Nanak Dev Ji's Celebration, Nagar Keertan, graduation or other ceremonies) that are open to the general public may be taken and used for purposes within and outside the school. The school is not able to restrict such activity at public events.

{PLEASE CHECK (✓) ONE BOX ONLY}

- ☐ I give permission for my child to be photographed/videotaped and have my child's name used.
- ☐ I give permission for my child to be photographed/videotaped, but do not want my child's name used.
- ☐ I do not want my child photographed/videotaped and do not want his or her name used.

CHILD'S FULL NAME: _____

Parent/Guardian SIGNATURE

DATE



SEVERE ALLERGY/MEDICAL CONDITION ALERT

The purpose of collecting this information is to respond to potential emergency situations involving your child, whom you have identified having a potentially life-threatening allergy or medical condition. If you have any questions concerning the collection, use or disclosure of this information, please contact the school.

STUDENT INFORMATION

Name of Student: _____ DOB: _____

TO BE COMPLETED BY PARENT:

A. ALLERGY

This student has a dangerous, life-threatening allergy to the following:

Does your child require an EpiPen? YES/NO

If yes, an EpiPen must be kept at school at all times.

B. MEDICAL CONDITION

This student has the following medical condition:

Medication Required:

TYPE: _____

DOSAGE: _____

INSTRUCTIONS: _____

Emergency Measures to be followed by the school:

I agree that Khalsa School Calgary may post my child's picture, administer prescribed medication and/or take the emergency measures required. I acknowledge that this information will be shared, as necessary, with the staff of the school and health care providers.

Parent/Guardian SIGNATURE

DATE



ALL PAYMENTS ARE NON-REFUNDABLE

To highlight school *Policy B-5*, the School hereby affirms that:

"No portion of the fees, paid or due, will be refunded, transferred or cancelled in the event of a student's absence, withdrawal or dismissal from Khalsa School Calgary."

This protects the school community from financial loss due to late or unexpected withdrawals. There will be an exception made for bus payments if bus service ends up being not available in your area.

Early registration provides the School with student numbers early enough in the year to prepare budgets before the next School year begins. We ask for a financial commitment up front and another deposit in May to make sure we are enrolling students whose parents have determined that this is their School of choice. **Therefore, please be aware of the non-refundable policy in the event you are considering enrolling your child at another institution as well.**

We ask parents to sign below to acknowledge that you have read and understand the non-refundable policy and that you accept and agree to these conditions.

* Please Note: You will be charged **\$20.00** for all **bounced cheques**.*

*Payments overdue by one week or more will result in a **\$50.00 late fee** charged monthly until the outstanding fee is settled.*

Student full name: _____

Grade 2025/2026: _____

Parent Signature: _____

Date: _____

FEE PAYMENT 2025-2026 SCHOOL YEAR

Parents to Complete:

Student Full Name	
Grade 2025/2026	
Will you require bus services?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Office Use Only:

Method of Payment	
Registration Fee	
Activity Fee	
Bus Fee	



TRANSPORTATION REQUEST

I request Khalsa School Calgary to provide bus service for the named child/ren for the 2025-2026 school year.
I am aware that Khalsa School Calgary will contract these services out to Southland Transportation Ltd.

Parents' Names: _____

Address: _____

Email: _____

***Please Note:** * The bus company will organize a specific pick up/drop off location for students. There is NO door-to-door service.

Home Phone: _____ Cell Number: _____

Did your child take the bus last year? YES ☐ NO ☐

If yes, what was the bus number: _____ AM Stop Number: _____ PM Stop Number: _____

*****One form per family*****

Student's Full Name	Grade 2025/2026

Please circle the days and times below.

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
AM	PM	AM	PM	AM	PM	AM	PM	AM	PM

***Please Note:** Southland will arrange for your child (ren) to be picked up and dropped off at a particular location. Service from door to door WILL NOT be provided. * The maximum distance from a dwelling to an authorised bus stop is 2.4 kilometres, according to the Alberta School Act. Any **address changes or late transportation requests** throughout the school year **will not guarantee your child's spot on the bus**. If the bus is at full capacity, your child will be added to a waitlist, and the school will notify parents as soon as a space becomes available.

I/we acknowledge that we have read, understood, and agree to the Conditions of Service (attached) and discussed it with my/our child (ren). I/we share Khalsa School's commitment to student safety and conduct and also accept the responsibility of the financial obligations for transportation.

Parent Signature: _____ Date: _____



2025-2026 FEE SCHEDULE

Methods of fee payment are **cheque, draft, cash or credit card** (2% fee will be charged for all **credit card** payments).

Make all **cheques and drafts** payable to **Khalsa School Calgary**, include 4 postdated cheques in the envelope attached with package as per the fee schedule below.

Note: you will be charged \$20.00 for all **bounced back cheques** so make sure you have enough funds on the cheque due date.

Payments overdue by one week or more after the due date will result in a \$50.00 late fee charged monthly until the outstanding fee is settled.

TUITION FEE (Per Year)

1 st child Grades 1-9	\$3500.00
2 nd & 3 rd child	\$2850.00
4 th child	\$2200.00

ACTIVITY FEE (Per Year)

Kindergarten to Grade 9	\$225.00 (Per Student)
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BUS FEE (Per Year)

Kindergarten to Grade 9	\$1100.00 (Per Student)
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In order to secure your child's spot in a class for the 2025-2026 school year, all fees must be paid as per the Fee Payment Schedule below

FEE PAYMENT SCHEDULE (*All cheques and drafts payable to **Khalsa School Calgary***)

	1st Installment Tuition Fee	2nd Instalment Tuition Fee	2nd Installment Activity Fee	2nd Installment Bus Fee (If applicable add to Activity Fee cheque or draft)	3rd Installment Tuition Fee
Date	Feb 07, 2025	May 02, 2025	May 02, 2025	May 02, 2025	Nov 07, 2025
1st Child	\$1000	\$1500	\$225	\$1100	\$1000
2nd & 3rd Child	\$850	\$1000	\$225	\$1100	\$1000
4th Child	\$600	\$800	\$225	\$1100	\$800

If your child/ren will be taking the bus, please combine the activity and bus fee in one cheque or draft.

If paying by cheque or draft, do not include activity or bus fee with the tuition fees.



TRANSPORTATION TERMS AND CONDITIONS

- ANNUAL BUS SERVICE FEE IS \$1100.00
- **PAYMENT MUST BE MADE UPON STUDENT REGISTRATION.**

Terms and Conditions of Use:

1. As we are all aware, prices have increased as a result of inflation, including the price of fuel and transportation. In order to best support our families throughout the potential increase in bus fares in the 2025–2026 school year, we are exploring alternative means of support. We advise parents to let their child ride the bus both ways rather than just one way. If we observe a rise in the number of students taking the bus one way, we will need to consider raising the fee for one-way ridership and will have to give those taking the bus both ways priority busing. As you complete the busing form, please bear this in mind.
2. I acknowledge and agree that my child must comply with the policies and procedures of Khalsa School Calgary regarding transportation. Riding privileges may be suspended or cancelled immediately for major safety infractions or after continued disregard for general bus safety rules.
3. I agree to have the student ready by the scheduled departure time and will be on time to pick up my child (ren) on the provided stop time.
4. I agree to give the school a two week written notice if the student does not need bus transportation for the school year.
5. I understand that pick up and drop off times are not guaranteed. Weather and traffic can sometimes cause delays. Parents will be notified if bus service is cancelled for any reason. Parents agree to make arrangements for pick-up and drop-off in this case.
6. I understand that the school has no obligation to provide transportation services to parents.
7. I understand that the transportation fee will only be refunded if the school is not able to accept the application for transportation.
8. I am aware that Southland Transportation creates the bus routes. Southland will plan all pick-up and drop-off locations while prioritizing student safety and ride times. **Not every request for a stop will be granted.** We will not be able to guarantee services for all of our students, even though the routes will be designed to deliver services to the majority of our students. The maximum distance from a dwelling to an authorised bus stop is **2.4 kilometres**, according to the **Alberta School Act**.
9. **I understand any address changes throughout the school year will not guarantee my child's spot on the bus.** The decision will be dependable on the bus capacity. In this situation, your child will be added to a waitlist, and the school will notify parents as soon as a space becomes available.
10. I understand that the school will not be able to confirm transportation for one way riders until mid-September. If space is available, one way riders will be placed on a regular stop, additional stops will not be created.
11. I am aware of and agree that Southland Transportation's regulations and expectations will be followed by the school and the parents. To make sure everyone has a place on the bus and is comfortable, younger students will be seated three to a seat, while older students will be seated two to a seat.
12. **I agree to provide a written doctor's statement outlining any reason why my child (ren) cannot sit with other passengers on the bus.**