

## **E-REGISTRATION - FAQs**

### **Why online registration for students?**

- Parents/guardians can register their children from home computer, smart phone or tablet.
- The system is available 24/7 from anywhere and on any web browser.
- Allows for consistent tracking of the date and time of registration across the school district.

### **What do parents/guardians need to register online?**

1. A valid email address for parent/guardian
2. Proof of Child's Age – The child's Birth Certificate is preferred, however the following are also acceptable:
  - Canadian Passport
  - Certificate of Citizenship
  - Permanent Residence Card
  - BC Service Card (with photo only)
  - Nexus Card
3. Proof of Canadian Citizenship or Permanent Residence for both student and parent.
  - Canadian Birth Certificate
  - Canadian Passport
  - Canadian Citizenship Card
  - Landed Immigration Document
  - Permanent Residence Card
  - Copy of Work Permit and out of country Passport if applicable
4. Proof of Residency – Driver's License or BC Service Card with photo, plus ONE of the following;
  - Mortgage Statement
  - Municipal Tax Bill
  - Utility bill
  - Rental Agreement

**We reserve the right to request additional documents.**

### **Where do I go to register my child?**

To register your child in the Chilliwack School District, go to <https://sd33.bc.ca/registration>

*\*The Chilliwack School District no longer accepts paper registration forms.*



### **What if I don't have computer access at home?**

- You may use a smart phone or tablet
- You may access a computer at a Chilliwack Public Library:
  - Chilliwack Library – 45860 First Avenue
  - Sardis Library – 5819 Tyson Road
  - Yarrow Library – 4670 Community Street
- You may use a computer at the District Administration Office located at 8430 Cessna Drive in Chilliwack. Contact the E-Registration desk by phone at 604-701-4939 or email: [ereg@sd33.bc.ca](mailto:ereg@sd33.bc.ca) to arrange a time.

### **Wanting to register for the following school year?**

- Registration opens October 1
- A system generated confirmation email will be sent to you when your registration is received.
- Parents and guardians of in-catchment students can anticipate placement in their catchment school for Grades K-12.
- **Grade K-8** - Principals will connect with any registrations received for out of catchment students between May and September, based on available space.
- **Grade 9-12** - Principals will connect with any out of catchment registrations received before the start of Spring Break. Registration received after this date will be addressed before the upcoming school year the last week in August.

### **How do families request a school change if they do not want to attend their neighborhood (catchment) school?**

The online registration requires you to indicate your catchment-area school, and also provides the option to indicate if you would prefer to attend a different (out-of-catchment) school.

#### **Out-of-Catchment School Notes:**

If space and facilities allow, applicants will be offered registration in the following order:

- Priority will be given to those who have a sibling already registered at the requested school. All other requests will be honoured in the order they are received.
- Applications for out-of-catchment and out-of-district will be valid for the school year in which you are applying.
- Parents/Guardians have the responsibility to provide transportation for students to and from the requested school if the transfer is approved.
- Parents and students should be aware that when a secondary student transfers to a different school, he or she may be ineligible to play inter-school sports. BC School Sports determines eligibility of students to participate in interschool athletics. For more information visit: [bcschoolsports.ca](http://bcschoolsports.ca)



**Chilliwack  
School District**

**Can I submit the registration form with some blank fields?**

Certain fields on the registration form are required. The form will flag any required fields you may have missed, and will instruct you to fill these in before allowing you to submit the registration.

**Can I save my form if I need to pause halfway through?**

You cannot save a partially completed form. Once you begin the registration process, you must complete the form in one session and submit, or restart the process at a later time.

**Can I change my registration after it has been submitted?**

The E-Reg system will only allow you to complete one registration per year. If you need to update your child's registration, or make any changes please contact the E-Registration Desk at: [ereg@sd33.bc.ca](mailto:ereg@sd33.bc.ca) or 604-701-4939.

**FOR MORE INFORMATION PLEASE CONTACT THE E-REGISTRATION DESK AT:**

**[ereg@sd33.bc.ca](mailto:ereg@sd33.bc.ca) OR 604-701-4939, OR VISIT THE DISTRICT WEBSITE**

**<https://sd33.bc.ca/registration>**