



Prairie Spirit Student Registration Quick Reference Chart

STEP 1: Provide the school with Residency Documents

You will be asked:

- “Does your family reside within Prairie Spirit School Division?” or
- “Does your family reside within another Saskatchewan school division?” or
(if yes, this will require “out of attendance area” approval from the Learning Superintendent) or
- “Does your family reside within Prairie Spirit School Division, but outside this school’s attendance area?”
(if yes, this will require “out of attendance area” approval from the Learning Superintendent)

To confirm address, please bring your Driver’s License or two (2) approved documents from the attached list.

**If answer is YES to any
of these questions, go to STEP 2**



STEP 2: Provide the school with Citizenship/Immigration Documents

You will be asked: “Are you the Parent/Legal Guardian, and are you and/or the student a Canadian Citizen, permanent resident, refugee claimant, temporary resident or visitor?”

To confirm your status, please bring your Birth Certificate/Citizenship/Immigration documentation.

The school’s Admin Assistant will take a copy or scan of birth certificate and any other citizenship or immigration documents and store in the student’s file or upload to PowerSchool.



**If the student is a
Canadian citizen or
permanent resident
you will continue to
register at the school.**



**Once registration is
complete, the school will
let you know when to
begin attending.**



**If the student is in Canada as a
Temporary Resident,
Refugee Claimant
or Visitor
provide the school a copy of
Immigration Documentation,
to be forwarded to our
Division Office.**



Letter of acceptance required from our Division Office
Supporting documentation and questions can be directed to:
Cheryl Redekopp (cheryl.redekopp@spiritsd.ca).

- The acceptance letter will communicate any tuition requirements.
- A student cannot begin attending until the Division Office confirms acceptance and that tuition requirements have been fulfilled.

**Complete registration at school and pay any
tuition once confirmation is received.**



**If answer to
all of these
questions is
NO,
a letter of
acceptance
is required
from the
Division
Office**

