



**RICHMOND**  
INTERNATIONAL EDUCATION  
ENRICHING GLOBAL MINDS

## RVS Online Course Registration – Pre-approval

### SECTION I - STUDENT INFORMATION

**STUDENT NAME** \_\_\_\_\_  
*Legal Last Name*                      *Legal First Name*                      *English Name*

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*Gender*                      *Birthdate yyyy / mm / dd*                      *Cell Phone*                      *Email*

**CURRENT SCHOOL** \_\_\_\_\_ **CURRENT GRADE** \_\_\_\_\_ **ATTENDING ELL LEVEL** \_\_\_\_\_

### SECTION II – RESPONSIBLE PERSON (RP) (ADULT LIVING WITH THE STUDENT) INFORMATION

**RP NAME** \_\_\_\_\_  
*Last Name*                      *First Name*                      *English Name*

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*Home Phone*                      *Cell Phone*                      *Email*

### SECTION III – COURSE REQUEST

We / I have read, understood, and agreed to the **RIE's Online Courses Terms and Conditions for Registration.**

Student would like to register \_\_\_\_\_ through Richmond Virtual School.  
*online course name*                      Payment: Student                      RIE

\_\_\_\_\_ commencing \_\_\_\_\_.  
*another online learning provider*                      *first day of class (yyyy/mm/dd)*

Reason(s) for this request (attach another page if necessary)

\_\_\_\_\_

\_\_\_\_\_  
*Student Name (Print)*                      *Student Signature*                      *Date*

\_\_\_\_\_  
*Responsible Person (Print)*                      *RP Signature*                      *Date*

<b>Office Use Only</b>	The above online course request is <u>pre-approved</u> / <u>pending</u> / <u>denied</u> / others _____
	_____ and _____ <i>Counselor Signature</i> <i>School-based RIE Coordinator Signature</i>
	_____ and _____ <i>Date</i> <i>Date</i>

A copy of the signed form must be sent to the RIE Department [study@sd38.bc.ca](mailto:study@sd38.bc.ca) for record-keeping.