

Online Student Registration

For families who are **new** to the
Simcoe Muskoka Catholic
District School Board



**Online Registration goes live
FEBRUARY 1st, 2021**

Parent Information 2021

We have a new name!

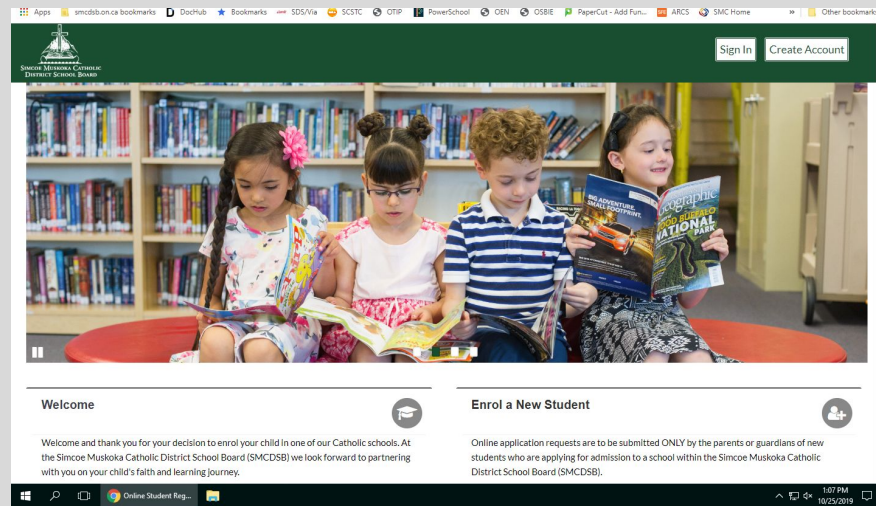
"Our Lady of the Bay Catholic High School" was proudly given its name on July 1st, 2020.

Our school community including staff, students, and their families assisted in selecting this name which pays tribute to Our Lady (Mother Mary) and beautiful Georgian Bay.

The link to the registration form:
register.smcdsb.on.ca

You will be required to create an account. This will allow you to revisit the application before you submit it.

Once on the Registration screen, please click “enroll new student”

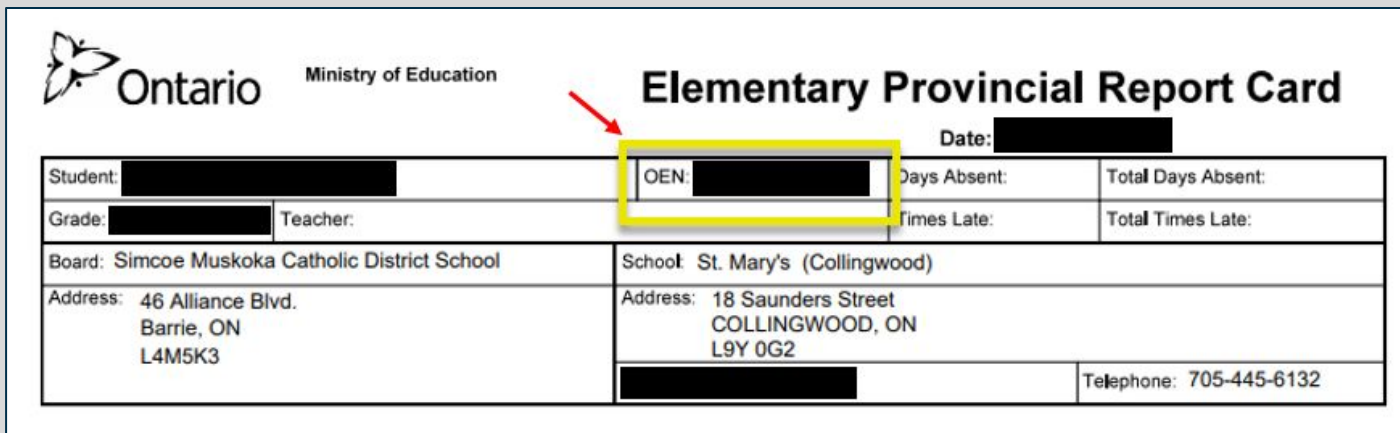


Please follow the prompts once you receive your confirmation email

Before you begin...

You will be required to enter your child's **Ontario Education Number (OEN)**

This can be found on your child's report card from a previous year



The image shows a sample of an Elementary Provincial Report Card from the Ontario Ministry of Education. The OEN field is highlighted with a yellow box and a red arrow pointing to it. The form includes fields for Student, Grade, Teacher, Days Absent, Total Days Absent, Times Late, and Total Times Late. It also contains information about the Board (Simcoe Muskoka Catholic District School) and the School (St. Mary's (Collingwood)), including addresses and a telephone number.

Ontario Ministry of Education		Elementary Provincial Report Card		Date: [REDACTED]	
Student: [REDACTED]	OEN: [REDACTED]	Days Absent:	Total Days Absent:		
Grade: [REDACTED]	Teacher:	Times Late:	Total Times Late:		
Board: Simcoe Muskoka Catholic District School		School: St. Mary's (Collingwood)			
Address: 46 Alliance Blvd. Barrie, ON L4M5K3		Address: 18 Saunders Street COLLINGWOOD, ON L9Y 0G2			
		[REDACTED]		Telephone: 705-445-6132	

Fill out the form as prompted using the “next” and “previous” arrows

- The system will automatically save your progress as you enter the information
- Any fields with a red asterisk “*” are required. You will not be able to continue with the registration until they are completed
- Registration will not be complete until we have received the necessary documentation. Your child will not be able to begin attending school until all mandatory documentation is received

Mandatory Registration Documents:

- **Birth Certificate** (or Statement of Live Birth)
- **Proof of Address** (acceptable forms include: utility bill, internet or cable bill, agreement of purchase/sale, current property tax bill)
- **Immunization Records** (please complete online at [Immunization Connect Ontario](#))

Additional Registration Documents:

- **Baptismal Certificate** (either for student or parent)
- **Custody Agreement** (if applicable)
- **Individual Education Plan (IEP)** (if applicable)
- **Grade 6 Math EQAO results and most recent Report Card**

Changes to Registration Protocol due to COVID-19 Restrictions:

- The school is closed to visitors
- An **appointment must be made** for documentation verification (documents will be reviewed and information copied down outside of the school). Please call 705-445-2043 x355
- Some documents will be accepted via email (ie. non-legal documents such as proof of address, IEP, course selection form). **Legal documents such as Birth Certificate, custody agreements, etc. must be presented in person**

Students Born Outside of Canada:

When you come to Our Lady of the Bay C.H.S. to drop off your additional documents, you must also provide proof of the student's entry and status in Canada:

- ie. Canadian Citizen, Permanent Resident, Refugee, Visitor, Visa, Exchange Student, Study Permit, or Work Permit

Information Needed:

- Country of Birth
- Country of Citizenship
- First Date of Entry into Canada

Families living outside of Simcoe County:

Also known as “Out of District”

When you are prompted to enter your home address on the first screen, please select “No Match Found” and then continue to select “Our Lady of the Bay C.H.S.” as the school you would like to apply to.

School Information

Grade: Grade 9

Home School
Jean Vanier Catholic High School
160 Collins Street, Collingwood, L9Y4R1
1-705-445-2043
[View School Website](#)
[View School Area](#)

Are you applying to an out of boundary school? * Yes No

Out of boundary applications will be processed based on current classroom enrolment and availability of space.
Please note that transportation will not be provided for an out of boundary school.
Admission to an out of boundary school is subject to an approval process.

Specify a reason for the request *
Other
Live outside Simcoe County

Please select the school that you would like to apply to.
Jean Vanier Catholic High School

Jean Vanier Catholic High School
160 Collins Street, Collingwood, L9Y4R1
1-705-445-2043
[View School Website](#)
[View School Area](#)

When asked “Are you applying to an out of boundary school?”, please click “Yes”

One additional form (“Application for Non-Resident Students”) will need to be completed when you make your Guidance Appointment. This needs to be approved by the Superintendent.

Almost done...

- Once you click “Submit”, you will receive a confirmation email
- The OLB Guidance Department will contact you once we received your application
- **You will be required to set up an appointment to bring in your additional documents**

If you are struggling with the Online Application or do not have a compatible device to run the program, the Registration document is also available as a [fillable PDF](#).



Course Selection:

Grade 9



Unfortunately, this part of the registration process is not available online.

A course selection form will be emailed to you after the online registration has been completed. The easiest way of submitting the course selection form is to scan or take a digital photo and email it to the Guidance Department since the school is closed to visitors.

Feeder School Families:

Students from: St. Mary's, St. Noel Chabanel, Our Lady of Grace

You will be provided with a different registration package including:

- The course selection form
- A student verification form. **Please make any changes directly on this form** (ie. emergency contact info, custody status, home address, phone numbers, etc.)
- A registration attestation stating all the information on the attached form is correct (sign sections K & L)

**WELCOME TO
OUR LADY OF THE BAY!**