



# NATIONAL SPORT SCHOOL APPLICATION 2019-20

## ADMISSIONS PROCESS

The Calgary Olympic Development Association, operating as WinSport (“WinSport”) and the National Sport School (“NSS”), seek applications for enrollment in the National Sport School (NSS) from prospective student-athletes who pursue, vigorously and with unbridled enthusiasm, excellence in athletics, academics, and their personal growth and development.

The NSS aims “to produce future Olympic & World Champions with an excellent academic education”.

The NSS employs a multi-step application process which is described below. For a prospective student-athlete’s application to progress through this process, each step must be successfully completed. This will include favourable reviews and approvals by the NSS’ Admissions Committee (the “Admissions Committee”). The Admissions Committee may take into consideration a variety of objective and subjective considerations in reviewing a student-athlete’s application, including those referred to in this application package and any other considerations the Admissions Committee deems relevant.

### IMPORTANT INFORMATION:

Each of the five steps that must be successfully and fully completed for admission to the NSS.  
All forms must be completed by all grade levels and must be submitted in English.

## STEP 1: APPLICATION FORMS

**The application deadline is MARCH 4, 2019. Incomplete and /or late applications WILL NOT be considered. Completed “late” applications may be considered pending # of placements available after spring application, interview, assessment and enrollment process is completed.**

Submitted Document Checklist:

- Completed CBE Student Registration Form
- Citizenship Verification: The student’s Birth Certificate, Canadian Citizenship Certificate, Passport, Visa, Permanent Landed Immigrant document or other official document must be given along with this form in order to register.
- Completed Student/Parent Agreement and the non-refundable Application Processing Fee
- Submit the \$250 non-refundable fee Application Fee which is
  - o Payable by cheque or money order made payable to WinSport or
  - o Payable by credit card; complete the lower section of the Student/Parent Agreement.
- Sport specific stream application
  - o You are applying to the NSS as a student-athlete who is sport-specific and is support by a National Sport Organization (NSO) or Provincial Sport Organization (PSO)
  - o Submit a formal letter of support and the completed Athlete Review Template
  - o Both documents must be submitted in a sealed, date-stamped envelope with the application package.

### OR

- General Athleticism Stream Application
  - o You are applying to the NSS as a student-athlete with athletic potential, but are not affiliated with a NSO or PSO
  - o Complete the General Athleticism Stream Application

- Submit completed application package in an unfolded in an 8”x11” envelope, deliver by hand or mail to:

RE: NSS Application Process Admissions Committee National Sport School  
110-151 Canada Olympic Road SW Calgary Alberta T3B 6B7

Once received the Admissions Committee will review your application package, applicants will be advised as to whether an invitation to progress to ‘STEP 2: Individual Evaluation’ will be extended



# NATIONAL SPORT SCHOOL APPLICATION 2019-20

## STEP 2: INDIVIDUAL EVALUATION

Applicants selected to progress to STEP 2 will be notified in a separate communication,

In STEP 2, you, the prospective student-athlete will spend a day at the National Sport School and the WinSport Campus in the early April or May. You will be notified of the scheduled day to attend WinSport. In advance of your visit you will receive in an itinerary of the day and items to bring with you.

The day will include:

- Physical literacy and functional movement tasks.
- Physical fitness and challenge tasks.
- Questionnaires (short and long-answer format).

## STEP 3: INTERVIEWS, FACILITY TOUR, INFORMATION & FAQs

In STEP 3, invited applicants will return to WinSport. You will have the opportunity to familiarize yourself with the facilities, key personnel, lifestyle, expectations, and atmosphere at WinSport's campus.

The prospective student-athlete and his/her parent(s)/guardian(s) will meet with sport/athletic and academic representatives from several organizations, including, but not limited to the CBE, the Canadian Sport Institute and WinSport.

Your visit will include several interviews where you will have the opportunity to ask questions concerning "life at the NSS" and any other pertinent aspects you would like to discuss.

## STEP 4: PROVISIONAL SCHOOL ENROLLMENT

Upon receipt of written notification of provisional acceptance, in STEP 4, the prospective student-athlete and his/her parent(s)/guardian(s) will be required to complete the NSS Enrollment Package forms.

This package includes:

- The School Enrollment Agreement. This Agreement outlines the overall codes of conduct required of those associated with the NSS and includes an accompanying document concerning required behavior and responsibilities at WinSport.
- CBE/NSS Release of Student Information form (to be provided with your written notice of provisional acceptance) and additional CBE/NSS enrollment forms.
- At this time payment of the entire NSS program fee (**\$4700.00**) must be made.
- **Note:** If specific financial arrangements are required, terms of these arrangements must be made with WinSport at this step. This step must be completed by JUNE 30th, 2019 to ensure the applicant's enrollment in the NSS in September. If financial payment (or settlement of same) is not made by this date or if the School Enrollment Agreement or School Release of Student Information form is not completed and received by the NSS by this date, the applicant's provisional acceptance to the NSS will be forfeited.

## STEP 5: FINAL REGISTRATION

Upon completion of STEP 4 the final registration process can be concluded. All relevant NSS information materials will be provided at this time, including student demographic registration forms, media release forms, outline of the CBE school-based fees, consent to share information with WinSport form, and course selection guide.



**Calgary Board  
of Education**

# Student Registration Form

## Student Information System (SIS)

This form must be completed for all new students who are registering in a Calgary Board of Education (CBE) school (K-12).

CBE ID #:	_____
Program:	_____
Full-day Kindergarten:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Address Verified:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Entered by:	_____ Date: _____
	YYYY/MM/DD

### STUDENT INFORMATION (Please print)

#### DECLARATION OF RESIDENCY

The student named below is a resident of the Calgary Board of Education as defined by the *School Act*.  Yes  No

See **Student Residency** and **Important Information for Parents** on page 4 of this form.

Has the student named below ever registered in a Calgary Board of Education (CBE) school?  Yes  No

If yes, name the last CBE school attended \_\_\_\_\_

CBE Student ID Number	Alberta Education ID Number	Last Grade Completed	School Withdrawal Date		
			YYYY	MM	DD

*The student's Birth Certificate, Canadian Citizenship Certificate, Passport, Visa, Permanent Landed Immigrant document or other official document must be given along with this form in order to register. A photocopy will be placed in the Official Student Record.*

Name of official document (specify) \_\_\_\_\_

Student's Legal Name		Student's AKA Name (name by which the student is commonly known in the family and community)		Birthdate		
Surname	_____	AKA Surname	_____	YYYY	MM	DD
First Name	_____	AKA First Name	_____			
Middle Name	_____					

Gender  Female  Male  Other / Prefer not to disclose

Address	City	Postal Code
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Phone Number	<input type="checkbox"/> Unlisted <input type="checkbox"/> Listed	Quadrant of City (please select one) <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE	Residential District
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### MEDICAL INFORMATION (Note: The CBE is not allowed to collect Alberta Health Care numbers as per the *Health Information Act*.)

*If the student's attendance at school may be affected by an existing medical or physical condition, it is your responsibility to complete and submit the Student Health Plan that is available from the school or online at [www.cbe.ab.ca](http://www.cbe.ab.ca).*

Does your child have any medical or physical conditions that may affect his/her attendance at school?  Yes  No

If yes, please give a brief description \_\_\_\_\_

Have you completed the Student Health Plan?  Yes  No

### SCHOOL INFORMATION

Name of school at which student is registering	Grade Entering	Start Date		
		YYYY	MM	DD
Name of last school attended	Reason for leaving last school		Grade Completed	
Was the student suspended or expelled from the last school? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, was the suspension resolved? <input type="checkbox"/> Yes <input type="checkbox"/> No (If the suspension has not been resolved, CBE staff will refer to Student Services-Suspensions)	If the suspension has been resolved, provide further information.			
Address of last school (if outside CBE)	City	Province		
Postal Code	Country	Phone number of last school		
		Fax number of last school		

Office Use Only    SIS \_\_\_\_\_    Fees \_\_\_\_\_    Codes \_\_\_\_\_    Request Records \_\_\_\_\_

## INDEPENDENT STUDENT STATUS

Students 18 years of age and older, or "independent" under the *School Act*:

Any student 18 years of age and older **or** 16 years of age and older **and** considered legally "independent" under CBE policy may complete this form and register in the Calgary Board of Education School District without parental consent. **Proof of independent status must be presented.**

Are you declaring independent status?  Yes  No **If yes, please attach proof of independent status.**

## PARENT/GUARDIAN INFORMATION

This information must be provided. Please provide a minimum of **TWO** emergency contacts.

<b>1</b>			
<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Legal Guardian	
<input type="checkbox"/> Stepmother	<input type="checkbox"/> Stepfather	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Ms.	<input type="checkbox"/> Mr.	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs. <input type="checkbox"/> Dr.
<input type="checkbox"/> Sole Custody <input type="checkbox"/> Shared/Joint Custody/Guardian. <input type="checkbox"/> Access			
Is this person an EMERGENCY contact? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Last Name		First Name	
Address			
City	Province	Postal Code	Country
Home Phone Number		Business Phone Number	
Cellular Phone Number		Fax Number	
Email			

<b>2</b>			
<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Legal Guardian	
<input type="checkbox"/> Stepmother	<input type="checkbox"/> Stepfather	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Ms.	<input type="checkbox"/> Mr.	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs. <input type="checkbox"/> Dr.
<input type="checkbox"/> Sole Custody <input type="checkbox"/> Shared/Joint Custody/Guardian. <input type="checkbox"/> Access			
Is this person an EMERGENCY contact? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Last Name		First Name	
Address			
City	Province	Postal Code	Country
Home Phone Number		Business Phone Number	
Cellular Phone Number		Fax Number	
Email			

<b>3</b>			
<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Legal Guardian	
<input type="checkbox"/> Stepmother	<input type="checkbox"/> Stepfather	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Ms.	<input type="checkbox"/> Mr.	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs. <input type="checkbox"/> Dr.
<input type="checkbox"/> Sole Custody <input type="checkbox"/> Shared/Joint Custody/Guardian. <input type="checkbox"/> Access			
Is this person an EMERGENCY contact? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Last Name		First Name	
Address			
City	Province	Postal Code	Country
Home Phone Number		Business Phone Number	
Cellular Phone Number		Fax Number	
Email			

<b>4</b>			
<input type="checkbox"/> Mother	<input type="checkbox"/> Father	<input type="checkbox"/> Legal Guardian	
<input type="checkbox"/> Stepmother	<input type="checkbox"/> Stepfather	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Ms.	<input type="checkbox"/> Mr.	<input type="checkbox"/> Miss	<input type="checkbox"/> Mrs. <input type="checkbox"/> Dr.
<input type="checkbox"/> Sole Custody <input type="checkbox"/> Shared/Joint Custody/Guardian. <input type="checkbox"/> Access			
Is this person an EMERGENCY contact? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Last Name		First Name	
Address			
City	Province	Postal Code	Country
Home Phone Number		Business Phone Number	
Cellular Phone Number		Fax Number	
Email			

## CUSTODY OR GUARDIANSHIP INFORMATION

Student PRIMARILY lives with \_\_\_\_\_  
 e.g., Mother, Father, Legal Guardian, Stepmother, Stepfather, other (specify)

**If a custody order or any other legal document governing the custody or guardianship of your child exists, a copy or the most recent custody document must be placed in the student record.**

Name and date of most current legal document \_\_\_\_\_ **Attach copy**

NAME

YYYY/MM/DD

**SIBLING INFORMATION** (Optional)

*The provision of sibling information is optional and is collected for communication purposes.*

Do you have other children attending CBE schools?  No  Yes *If yes, please list name(s), school(s) and grade(s)*

Name School Attending	Grade	Name School Attending	Grade
Name School Attending	Grade	Name School Attending	Grade

**CHILD CARE PROVIDER** (If applicable)

Name \_\_\_\_\_

Phone Number(s)  Home \_\_\_\_\_  Business \_\_\_\_\_  Cell \_\_\_\_\_

Email \_\_\_\_\_

**CITIZENSHIP**

Is the named student a Canadian citizen?  Yes  No Birth country, *if not* Canada \_\_\_\_\_

<b>Citizenship, if not Canadian</b> <input type="checkbox"/> Permanent Resident/Landed Immigrant <input type="checkbox"/> Refugee Claimant <input type="checkbox"/> Child of a Canadian Citizen Refugee Category _____ <input type="checkbox"/> Child of a lawfully admitted permanent or temporary resident	<input type="checkbox"/> Student Authorization – Study Permit  Has your child been assessed by the CBE Admissions Office at Kingsland Centre? <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Study Permit Expiry Date</b>		
		YYYY	MM	DD

**ABORIGINAL SELF-IDENTIFICATION**

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

First Nation (status)  First Nation (non-status)  Métis  Inuit

For further information, please refer to: [www.education.alberta.ca/system-supports/results-reporting](http://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 Calgary Board of Education, please contact the Superintendent of Learning at: [learning@cbe.ab.ca](mailto:learning@cbe.ab.ca)

**ENGLISH AS A SECOND LANGUAGE (ESL) ELIGIBILITY**

A student may be eligible for ESL support when the language spoken mainly at home is a language other than English. ESL students can be Canadian born or foreign born.

Do you think your child would benefit from ESL support?  Yes  No Do you need assistance with interpretation?  Yes  No

Language mainly spoken at home \_\_\_\_\_

**FRANCOPHONE ELIGIBILITY**

The exercise of Francophone eligibility rights refers to instruction in a Francophone school, NOT a French Immersion school. According to the *School Act* and Section 23 of the Canadian Charter of Rights and Freedoms, a student is eligible for instruction in a Francophone school if at least one parent is a Canadian citizen and one of the following three conditions exists:

- Either parent's first language learned and still understood is French, or
- Either parent has received their primary school instruction in Canada, in French, or
- One or more of the parent's children has received or is receiving primary or secondary instruction in French in Canada

Does your child have Francophone eligibility?  Yes  No

If yes, and you wish to exercise your right, please contact the Conseil Scolaire Du Sud de l' Alberta at 403-686-6998. The Alberta Student Records Regulations requires that, if requested, the CBE will provide name, address, birthdate, and parent's name of Section 23 Eligible students to the Francophone School District.

## TRANSPORTATION

The Calgary Board of Education will provide subsidized transportation in accordance with CBE policy for students who attend their attendance area school or directed school and who live within the transportation service area. The transportation service area means the designated zone within an attendance area in which the Calgary Board of Education provides subsidized transportation. Bus contracts can be acquired at any CBE school, or online at [www.cbe.ab.ca](http://www.cbe.ab.ca).

## DECLARATION

I, the undersigned, hereby represent that I have the legal authority to register the child. I declare the information that I have provided on this form is complete and accurate. I will notify the school of any changes to the information on this form. I have also read and understand the "School District Use of Personal Information" section attached to this registration form. A copy of "Important Information for Parents" may be obtained from the school for future reference.

Signature of Custodial Parent / Legal Guardian / Independent Student	Registration Date		
	YYYY	MM	DD
_____			

## STUDENT RESIDENCY

A student is considered to be a resident of the Calgary Board of Education if the custodial parent(s) / legal guardian(s) with day-to-day care of the student reside in the City of Calgary and at least one of them is not of the Roman Catholic faith OR if the student is an independent student residing in the City of Calgary and not of the Roman Catholic faith.

## IMPORTANT INFORMATION FOR PARENTS

The personal information requested on this form as part of the school registration process is collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act (FOIP), the *School Act* and its regulations, and the Canadian Charter of Rights and Freedoms, Section 23. This information will be used for the establishment of a student record, determination of residency, for a school board's obligation to provide students with an education program that meets their needs, to provide a safe and secure school environment and other purposes that relate directly to and are necessary for an operating program or activity, including program placement, determination of eligibility and/or suitability for provincial or federal funding, contact and health related information in the event of problems or emergencies. Personal information may also be provided to the Minister of Learning for the purpose of carrying out programs, activities, or policies under his/her administration (e.g., research, statistical analysis). This information will be treated in accordance with the privacy protection provisions of the *FOIP Act*.

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### Please keep for your records

The Calgary Board of Education (CBE) is authorized and required under the provisions of the *School Act* and its regulations, in accordance with the *Freedom of Information and Protection of Privacy Act (FOIP)*, to collect, use and disclose the personal information necessary to provide an educational program and ensure a safe and secure school environment for students. **Consent is not required for these purposes.**

Personal information means recorded information about an identifiable individual that may include but is not limited to: student name, age, grade, address, phone number, etc. As part of the school's digital citizenship plan, students will be taught to limit, and consider the privacy implications, of sharing their personal information online.

The following are some *examples* of how personal information may be used by the CBE. This list is not intended to be all-inclusive.

- Student records, report cards, attendance
- Photographs or videos ( e.g. individual, class, team, club) that feature students and are used within the school
- School newsletters, school websites
- Yearbooks, identification cards, library cards
- Classroom or program assignments and activities
- Assignment of a CBE Gmail account and the use of educational tools such as Google Apps\* for Education, which may require student information to log-in
- Parent/guardian contact information for absenteeism, emergencies, etc.
- Transportation services
- School-sponsored activities such as fine arts productions, presentations, fairs, celebrations, clubs, sports activities, field trips
- To determine eligibility or suitability for an award, scholarship, athletic program, etc.
- Law enforcement and or matters relating to safety and security

\* Google Apps for Education (GAFE) are used to communicate and collaborate electronically. GAFE includes Google Drive, Sites, Groups, Gmail and Calendar. All other public and third party apps are not available through GAFE.

Parent/guardian consent is required for student information to be used for purposes beyond educational programming and student safety. See the following forms on the CBE website ([www.cbe.ab.ca](http://www.cbe.ab.ca)) for more information:

- Consent for CBE Use of Student Information
- Consent for Use of Student Information by News Media and Outside Groups

Parents and independent students are under no obligation to provide consent by signing these forms. Consent may be withdrawn at any time by notifying the school principal in writing.

If you have any questions about the collection or the intended uses of this information, please contact the school principal.

**Please note:** *Photos, videos or images of students attending or participating in school activities (e.g. sporting events, concerts, cultural programs, clubs, field trips, graduation or other ceremonies), which are open to the public, may be taken by anyone in attendance without prior consent. The CBE cannot control or prevent the further distribution or use of these photos, videos, images or other personal information by those who access the information. Information posted online may be transmitted to and stored on servers outside the CBE, including locations outside of Alberta and Canada. The CBE cannot guarantee protection of information against possible disclosure resulting from illegal activity or under foreign access laws.*



# Frequently Asked Questions

## **Why is consent required?**

The sharing of student personal information in ways that identify the student is governed by the Freedom of Information and Protection of Privacy Act (FOIP) and requires CBE to obtain permission under certain circumstances. CBE requires parental consent for CBE staff to share student information for educational purposes, outside of CBE. Examples of this include posting student work or images on CBE websites, Facebook or other social media. This consent is provided on the "Consent for CBE Use of Student Information" form

CBE also requires parental consent to allow third parties (such as media or business partners) to photograph, video or interview students at CBE non public events. This consent is provided on the "Consent for Use of Student Information by News Media and Outside Groups (Third Party)" form.

## **How long is my consent valid for?**

Parental consent is gathered annually and is valid for the current school year only.

## **What happens if I change my mind regarding consent?**

Parental consent can be withdrawn at any time during the school year. This must be done in writing to the school principal. Please keep in mind that once personal information, images or student work are released in any public forum, the CBE cannot control or prevent further distribution or use of the material. If you change your mind and wish to provide consent during the school year, it must also be done in writing to the school principal.

## **What happens when the media comes to school?**

If your child has consent, they may be recorded by the media. If you have not provided consent, your child will not be allowed to be recorded or approached by the media on CBE property.

## **What are Google Apps for Education?**

Google Apps for Education provides an online environment for students to collaborate and work in. The following Apps are available for students: drive, sites, groups, Gmail and calendar. There is no advertising and the information is not made public. Access to Google Apps accounts and the content is only for registered CBE students.

## **What is digital citizenship in relation to sharing student information?**

Digital citizenship is about having the knowledge skills and attitudes needed to demonstrate responsible and respectful behavior when participating in digital environments. This is applicable when students are asked to provide personal information upon logging in to websites or sharing personal information online. All CBE schools are required to have a digital citizenship plan.



# Directions for Use of the Student Registration Form

This form is to be completed by independent students OR by the parents or legal guardians of students registering at Calgary Board of Education schools.

1. Prior to registering any student, it must be determined if the student is a resident of the Calgary Board of Education as defined under legislation. There is a space at the top of the Student Registration Form for **the parent/guardian or independent student** to declare this information.

The *School Act* allows a board to set admission priorities where facilities or resources are not sufficient to accept all students wishing to attend a specific school.

**If there is space and resource limitations, the non-resident applicant must be informed that their registration cannot be accommodated at that time. Non-resident students, whose registrations are accepted, must be informed in writing regarding the duration of that acceptance.**

### Residency Considerations:

To qualify as a resident student of the CBE a student must physically reside within the jurisdiction of the Calgary Board of Education (i.e., within the geographical boundaries of the CBE) with their parent(s) or legal guardian, or as an independent student. In addition, the faith of the parent(s) of that student must be non-Catholic.

#### Out of Calgary Students

If the parents or legal guardians OR the independent status students live outside the geographic boundaries of the Calgary Board of Education, they are not residents of the CBE.

#### Roman Catholic Students

If the parent(s) or the legal guardian(s) OR the independent status student live within the geographic boundaries of the Calgary Board of Education but are of the Roman Catholic faith, the student is a resident of the Calgary Roman Catholic Separate School Division and not resident of the CBE (*School Act – Section 44(4)*)

#### Francophone Students

If the parent(s) or the legal guardian(s) OR the independent status student live within the geographic boundaries of the Calgary Board of Education and the first language of the parents (or the Independent Student) is French AND they wish to exercise their Section 23 rights, they are residents of the Conseils Scolaires Catholique et Francophones du sud de l'Alberta and not residents of the CBE. If they do not wish to exercise their Section 23 rights, it must still be determined if they are residents of the Calgary Board of Education or the Calgary Roman Catholic Separate School Division.

#### Dual Residency

If both parents (or legal guardians) have care and custody of a student and each is a resident of a different school district or division and they wish to have the student considered as a resident of the Calgary Board of Education, they must declare that to be the case by checking YES to the Declaration of Residency and signing the Registration Form. *School Act - Section 44(8)*

2. The custodial parents OR legal guardians OR independent student must complete the form and **provide all required documentation**. Please note that full legal name is required. AKA given name may be requested and recorded in SIS.
3. Once the form is completed, review the form and documentation for completeness and accuracy with the person who completed it. Pay particular attention to the declarations and supporting documents regarding residency, date of birth, citizenship, previous suspension or expulsion, custody or guardianship, medical information, aboriginal information, ESL eligibility and francophone eligibility. If medical information is provided, insure that follow-up forms are provided as necessary. Please note that provision of the Alberta Personal Health Care Number cannot be required.
4. Add the student to SIS using Add a Student for Current Year or Add a Student for Next Year, whichever is appropriate. Transfer data to SIS by entering information in the fields as they appear on the registration screens. On the top right hand corner of page 1, record the student's CBE ID # (if new to the Board), the Alternate or Special Education program name (if applicable), and if the student is registering in Kindergarten, whether or not the program is a full-day Kindergarten program.
5. File the registration form and the supporting documents in the student's cumulative file.

Once completed, the Student Registration Form becomes part of the CBE Official Student Record. Official student records may be reviewed by either custodial/access parent and/or legal guardian. If the registering parent/guardian does NOT wish to have their personal information (i.e. home address, work number etc.) shared with the other parent/guardian during a review of the student record, a written request to keep this information private must be provided to the school.

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# STEP 1: STUDENT/PARENT AGREEMENT

We have read and understand this application package and agree that this application for admission and accompanying materials simply initiate the step-by-step process for consideration for acceptance of the applicant to the National Sport School, and that participation in the process does NOT constitute an offer of acceptance. We understand that acceptance into the National Sport School is not guaranteed and that admission is a competitive process at all grade levels and that both objective and subjective criteria considered throughout the application process. We also acknowledge that the \$250 application processing fee is non-refundable.

We also acknowledge that the information presented in this package and during the application and selection process will be complete, correct, and truthful. If any aspect is found to be untrue or inappropriately altered, we acknowledge that WinSport reserves the right to revoke any offer of admission to the applicant or may later withdraw the student from eligibility to the National Sport School and the WinSport Winter Sport Institute.

We also acknowledge that the personal information concerning the applicant and any other individuals that we provide to the CBE and WinSport and the other organizations involved in the application process is required by them in order to process the applicant's application and to make an informed decision as to his or her suitability for admission to the National Sport School, and that such information may be shared among them for such purpose. In accordance with all applicable privacy laws, we hereby consent to the collection, use, transfer and disclosure of such personal information by the CBE and WinSport and such organizations for the above purpose.

The undersigned parent/guardian(s) further agree, jointly and severally and for and on behalf of themselves and the applicant, as follows:

The Calgary Olympic Development Association (operating as "Winsport"), the National Sport School and The Calgary Board of Education ("CBE") and each of their respective trustees, directors, officers, superintendents, employees, consultants, representatives, contractors, successors and assigns (collectively referred to as "Released Parties") will have no liability with respect to their involvement in the National Sport School application and selection process. We hereby waive and release any and all claims, actions and demands that we or the applicant may at any time have against the Released Parties and each of them for any losses, damages, liabilities, costs or expenses howsoever arising from the applicant's application to the National Sport School, including without limitation any rejection of his/her application

We also agree that any dispute that we or the applicant may have with respect to the National Sport School application and selection process, including the applicant not being offered admission, will be resolved conclusively by utilizing the dispute resolution process established by the National Sport School Admissions Committee, at its discretion.

Applicant Name: \_\_\_\_\_

\*Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian Name: \_\_\_\_\_

\*Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian Name: \_\_\_\_\_

\*Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

\* NOTE: Both living parents/guardians of applicant under 18 years of age must sign this Student/Parent Agreement.

The \$250 non-refundable application processing fee shall be paid by cheque, money order, or credit card. Please make cheque payable to WinSport.

Please select one:  Cheque  Money Order  Credit Card

Credit Card #: \_\_\_\_\_ Exp Date: \_\_\_\_\_ V Code: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Select:  VISA  Mastercard  AMEX

Signature of Cardholder: \_\_\_\_\_

# STEP 1: SPORT SPECIFIC STREAM

## NSO & PSO CONTACT INFORMATION

Applicants seeking admission to the NSS as a student-athlete affiliated with a specific sport MUST contact his/her sport organization directly, and obtain a written sport approval/endorsement from that organization endorsing him/her for admission to the National Sport School in that specific sport. In order for the sport approval to be considered by the Admissions Committee, the written endorsement must include:

- 1) a formal letter of support AND
- 2) a completed Guideline Athlete Review template (See attached)

The sport organization must provide both documents to the applicant in a sealed, date-stamped envelope for inclusion with the applicant's remaining application documents.

The following is a list of contacts for the NSOs and/or PSOs related to the sports represented at the National Sport School currently:

SPORT	ASSOCIATION	CONTACT NAME	EMAIL ADDRESS	PHONE NUMBER
Alpine	Alberta Alpine	Cam Stephen	cam@albertaalpine.ca	403-609-4730
Badminton	Badminton Alberta	Jeff Bell	jbelle@badmintonalberta.ca	403-297-2108
Basketball	Basketball Alberta	Shawnee Harle	sharle@basketballalberta.ab.ca	780-427-9044
Biathlon	Biathlon Alberta	Jordan McGuire	info@biathlon.ca	403-609-4746
BMX/Cycling	Alberta Bicycle Association	Heather Lothian	heather@albertabicycle.ab.ca	780-427-6352
Bobsleigh	Bobsleigh Canada Skeleton	Chris Lebihan	clebihan@bobcanskel.ca	403-247-5964
Canoe Kayak	Canoe Kayak Canada	James Cartwright	jcwright@canoekayak.ca	613-260-1818 ext.2305
Cross Country	Cross Country Canada	Cindy Chetley	cchetley@ccski.com	403-678-6791 ext. 32
Curling	National Training Centre	Paul Webster	pwebster@curling.ca	403-837-3727
Diving	Alberta Diving Association	Barb Bush	abdiving@interbaun.com	780-245-5737
Equestrian	Jump Alberta	Rachel Coldham	rachelcoldham@yahoo.com	403-809-9484
Fencing	Alberta Fencing Association	Taras Feclak	ed@fencing.ab.ca	780-860-8422
Field Hockey	Field Hockey Alberta	Burgundy Biletski	burgundy@fieldhockey.ab.ca	403-670-0014
Figure Skating	Skate Canada: AB-NWT/Nunavut	Holly Henderson	holly@skateabnwtun.ca	403-331-3663
Freestyle Skiing	Alberta Freestyle Ski Association	Marion Burnyeat	hello@freestylealberta.ski	403-297-2718
Gymnastics: Men/Tramp.	Alberta Gymnastics Federation	Kevin Quon	mag@abgym.ab.ca	403-259-5500
Gymnastics: Women	Alberta Gymnastics Federation	Carolyn Foster	wag@abgym.ab.ca	403-259-5500
Luge	Canadian Luge Association	Walter Corey	wcorey@luge.ca	604-964-0037
Nordic Combined	Alberta Ski Jumping and Nordic Combined	Ted Bafia	tedbafia@gmail.com	403-401-4864
Rhythmic Gymnastics	Rhythmic Gymnastics Alberta	Jennifer Rochford	Jen.rga@gmail.com	780-427-8152
Rowing	Alberta Rowing Association	Jim Cormack	office@albertarowing.ca	780-427-8154
Sailing	Canadian Yachting Association	Ken Dool	ken@sailing.ca	613-545-3044 ext 112
Skeleton	Alberta Skeleton Association	Turc Harmesynn	turc@albertaskelton.ca	403-815-3434
Ski Jumping	Ski Jumping Canada	Nikolay Petrov	sjnpetrov@gmail.com	587-707-7478
Snowboard	Alberta Snowboarding	Stacey Burke-Hicks	admin@albertasnowboarding.com	403.247.5609
Soccer	Alberta Soccer Association	Shaun Lowther	slowther@albertasoccer.com	780-378-8106
Speed Skating	Speed Skating	Cathy Tong	ctong@speedskating.ca	403-220-7269
Swimming	Swim Alberta	Cheryl Humphrey	chumphrey@swimalberta.ca	403-804-2708
Synchronized Swimming	Calgary Aquabelles	Jennifer Tregale	jennregale@shaw.ca	403-614-0554
Tennis	Tennis Alberta	Peter Ogilvie	peter.ogilvie@tennisalberta.com	780-115-1661
Volleyball	Alberta Volleyball	Jim Plakas	jplakas@albertavolleyball.com	780-415-1703
Water Polo	Alberta Water Polo	Dayna Christmas	office@albertawaterpolo.ca	403-652-7723
Women's Hockey	Hockey Canada	Melody Davidson	mdavidson@hockeycanada.ca	403-777-3603



# STEP 1: ATHLETE REVIEW

## UNDERTAKEN BY APPROPRIATE TECHNICAL COACH(ES)

### Training Group

(e.g., Name of Club, Team, Unattached): \_\_\_\_\_

Athlete Name: \_\_\_\_\_

Coach Evaluator(s): \_\_\_\_\_

Coach Email: \_\_\_\_\_

Coach Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

### Notes & Introduction:

The purpose of this exercise is to perform a comprehensive review of the given athlete and their sport program(s). As thorough an examination as possible of the elements that contribute to each athlete's competitive performance is the objective.

This exercise should be undertaken with as open a mind as possible and with the notion that this is an opportunity for 'free speech' without consequence.

The comments will be used to examine the training and competition performance of each athlete, together with supporting elements, with a view to establishing an objective assessment of current situation and a potential future pathway.

**Ideally, the review should be as compared with what is understood to be current 'World Best' standards (Developmental and/or Senior).**



A1. General strengths/attributes

A2. General weaknesses/liabilities (including injury history)

A3. Athlete technical knowledge & ability to respond to coach

A4. Major barriers to competition or training objectives (this season & the future) as it pertains to education?

A5. If athlete is a 'Developmental Athlete', is he/she 'On Track'? Comment Freely

A6. Athlete's ability to respond to feedback/coachability?







# STEP 1: GENERAL ATHLETICISM STREAM APPLICATION

Applicants with no distinct/specific affiliation with a sport discipline, but with a high degree of athletic capability, are encouraged to apply for admission under the following athletic “stream”. Such applicants are required to fill out this portion of the application.

Successful applicants to this stream will be required to undertake a vigorous and multisport program within the NSS and WinSport, as well as to be active in community/provincial sports.

The on-site physical literacy and capability evaluations (STEP 2 of the overall process), along with discussion concerning character, work ethic, and resilience, will be the focus of attention for the Admission Committee and other key observers when assessing applicants to this stream.

This Appendix D, in addition to the rest of the application, must be completed, and negates the ‘sport-specific NSO/PSO’ recommendation requirement referred to in Appendix C.

**Please answer thoroughly, yet concisely. To be completed by the Applicant.**

Student-Applicant Name: \_\_\_\_\_ Height: (cm) \_\_\_\_\_ Weight: (kg) \_\_\_\_\_

**Historically:** What physical activities and sports have you undertaken since birth and for how long?

**Currently:** What physical activities and sports do you regularly participate in and at what level? (i.e., Community, Club, Municipal, Provincial, National etc):



# STEP 1: GENERAL ATHLETICISM STREAM APPLICATION

## SPECIFIC QUESTIONS:

**Music & Dance:** Have you, or do you, take music and/or dance classes (including 'musical theatre')?  Yes  No  
If 'Yes', please provide more details

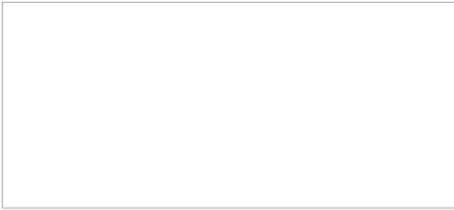
**Gymnastics:** Have you specifically taken gymnastics programming?  Yes  No  
If 'Yes', please provide greater detail concerning the program(s) you were involved in

**Implement Sports (sports involving the use of a racquet, stick, bat etc.)**  
Please describe your experience in sports requiring the use of an 'implement':

Currently, what does a typical week of activity and sports 'look' like for you? (Days/wk, # of sessions, hours):

Give your main reasons for wanting to attend the National Sports School. How will attending the National Sport School help you achieve your goals?

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Insert PDF logo



Calgary Board of Education

Date

Sport Organization

Sport Organization's Address

Admissions Committee  
National Sports School  
110-151 Canada Olympic Road SW  
Calgary, AB T3B 6B7

**LETTER OF ENDORSEMENT FOR**

\_\_\_\_\_ Student-Athlete's Name

**References:** National Sports School Application Form 2018-19 – Sport Approval

1. \_\_\_\_\_ is happy to endorse \_\_\_\_\_  
Sport Organization Student-Athlete's Name  
of the \_\_\_\_\_ as having clearly met sport approval  
Student-Athlete's Current Club  
criteria to attend the National Sport School in \_\_\_\_\_  
Sport Discipline

If there are any concerns or if you require further information, please contact me directly.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Sport Organization

\_\_\_\_\_  
Sport Organization's Address

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Contact Email Address





# WINSPORT PROGRAM FEE PAYMENT AGREEMENT

I hereby acknowledge that as a condition of \_\_\_\_\_ (print student's name) (the "Student") being admitted into, and continuing his/her education at, the National Sport School for the 2019-2020 school year, I owe Calgary Olympic Development Association ("WinSport") \$4,700.00 (plus the applicable administrative fee for using a payment plan option) for the National Sport School Program Fee (the "Program Fee").

**Option A:**

Payment of the entire Program Fee (\$4,700) in full by July 15, 2019;

**Option B (\$4,700 + \$200 admin fee):**

- (i) \$2,600 to be paid by July 15, 2019;
- (ii) \$575 to be paid by September 15, 2019;
- (iii) \$575 to be paid by October 15, 2019;
- (iv) \$575 to be paid by November 15, 2019; and
- (v) \$575 to be paid by December 15, 2019.

I agree to provide WinSport post-dated cheque or pre-authorized credit card payments (as set out in the Credit Card Authorization Form attached hereto) for "Option A" or "Option B" (payments (i)-(v)) no later than June 28, 2019. I understand that I will be charged a fee of \$50 for any NSF cheque.

I understand that if I fail to make any one of the above stated payments by the due date, I will have 5 days from the date of notice from WinSport to make the late payment. In the event I fail to make the late payment within this 5-day period, the total amount of the Program Fees outstanding at that time will become immediately due and payable and I will have 5 days to make the full payment of all Program Fees outstanding at that time. If I fail to make such payment, WinSport shall have the right, in addition to any other right that it has in law or equity, to prohibit the Student from accessing any services or facilities provided by WinSport to National Sport School Students, including the athlete development physical education program, until payment has been made. In addition, I acknowledge that my failure to pay the Program Fees in accordance with this Agreement may result in the Student being required to leave the National Sport School.

I understand that the Program Fee is payable in its entirety even if the Student attends the National Sport School part-time or leaves the National Sport School during the school year. In the event the Student leaves the National Sport School prior to December 1, 2019, the entire amount of outstanding Program Fees will become immediately due and payable at the time the Student leaves notwithstanding the payment plan set out above.

I hereby represent and warrant that I am the parent/legal guardian of the Student.

I hereby agree to pay WinSport the Program Fee in accordance with the payment terms set out above.

Parent/Legal Guardian \_\_\_\_\_ (signature)

Name: \_\_\_\_\_ (print)

Date: \_\_\_\_\_

Witness: \_\_\_\_\_ (signature, must be 18 or older)

Name: \_\_\_\_\_ (print)

Date: \_\_\_\_\_



# CREDIT CARD AUTHORIZATION FORM

I, \_\_\_\_\_, hereby authorize WinSport, to charge my credit card for the amounts invoiced.

Name on credit card: \_\_\_\_\_

Type of credit card (please check):

Visa /  MasterCard /  American Express

Credit card number: \_\_\_\_\_

Expiration date (mm/yy): \_\_\_\_/\_\_\_\_

CVD (three digit number on the back): \_\_\_\_\_

Credit card billing address:

Street address: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_



# STUDENT-ATHLETE CODE OF CONDUCT

Between WinSport  
-and-

\_\_\_\_\_ (“Referred to as “Athlete”)  
Name

## Mission

1.To create a training environment distinguished by a strong commitment to excellence, and community of athletes with a commitment to the same, demonstrating a positive outlook on training and competition while developing a life-long love and respect for sport in its entirety.

## Purpose

2.The purpose of this Code of Conduct is to ensure the maintenance of a safe and positive training environment by making all individuals aware that there is an expectation of appropriate behavior, consistent with the values of the National Sports School and WinSport, always.

3.Conduct that violates this Agreement may be subject to sanctions following the National Sports Schools policies related to discipline and complaints.

## Obligations of WinSport

4. WinSport will:

- a.Support the National Sport School in managing the application process and related administration necessary for enrollment at the school.
- b.Support the National Sport School in the provision of services that will enrich the learning environment and program quality delivered to students/athletes.
- c. Provide athletes with a high-quality training environment.

## Obligations of the Athlete & Parent/Guardian

The Athlete & Parent/Guardian will:

- a. Conduct him/herself in a manner consistent with high standards of honesty, decency, morality, and fair play, and not conduct his or herself in any manner that would be detrimental to the well-being of the National Sports School, WinSport and the greater Canadian community.
- b.Remain in good standing of Winsport and be respectful towards all those he/her interacts with including coaches, athletes, team members, officials, competitors, parents, teachers and WinSport staff.

## Responsibilities of the Athlete & Parents/Guardians

5. All Individuals have a responsibility to:

- a. Maintain and enhance the image of WinSport by:
  - i. Demonstrating respect to all users of facilities;
  - ii. Consistently demonstrate the spirit of sportsmanship and sports leadership;
  - iii. Consistently treat individuals fairly and reasonably.
- b.Refrain from any behavior or act towards an individual or group that is offensive, abusive, racist, sexist, degrading or malicious.
- c.Refrain from any act or behavior that is sexually inappropriate or constitutes harassment, such as unwelcome sexual comments and sexual advances, requests for sexual favors, or conduct of a sexual nature.
- d. Abide by all policies, rules and regulations associated with WinSport, and its programs and services.
- e. Promptly pay all WinSport fees related to National Sport School program enrichment as per the outlined fee schedule.

## THE PARTIES HEREBY AGREE to abide by the terms and conditions outlined in this Agreement

_____	_____	_____
Athlete name (print)	Athlete's signature	Date
_____	_____	_____
Parent/Guardian name (print)	Parent/Guardian Signature	Date
_____	_____	_____
WinSport Representative name	WinSport Representative Signature	Date