

## Frequently asked questions about Regional Learning Choices Programs

### What are the application deadlines for secondary Regional Learning Choices Programs (RLCP)?

Opens	<b>November 9, 2016</b>	<b>12:01 a.m.</b>
Closes	<b>November 25, 2016</b>	<b>4:00 p.m.</b>
First round offers	<b>February 6, 2017</b>	
First round acceptances	<b>February 9, 2017</b>	<b>4:00 p.m.</b>
Second round offers	<b>February 10, 2017</b>	
Second round acceptances	<b>February 14, 2017</b>	<b>4:00 p.m.</b>
Waitlist closes	<b>February 21, 2017</b>	<b>4:00 p.m.</b>
Acceptance of out-of-region students	<b>February 21, 2017</b>	<b>After 4 p.m.</b>

### What fees are associated with the Regional Programs?

All RLCP application fees are \$40, except for Truck and Coach Engineering and Technology program at Bramalea Secondary School.

Most program fees are \$200. Exceptions include:

- International Baccalaureate - \$250
- Advanced Placement - \$250
- Truck and Coach Engineering and Technology program at Bramalea Secondary School – program fee is \$100, based on corporate funding that supports that program

### How does it work with local and out-of-region applicants?

RLCPs are open to all eligible students—see program information for details. Students who meet the criteria for acceptance to the programs and who live in Brampton, Caledon and Mississauga will be offered spots first.

If there are more applicants than spaces in the program, a lottery system/random selection process is used to select the students, who all must first meet the program criteria.

Students who meet the program criteria and who live outside of Peel Region will be offered spots once local student applicants have been accommodated. In some cases, all spots may be offered to students who live in Peel.

Students who live in Peel can only apply to regional programs they are eligible for based on the program’s boundary. Please visit [www.peelschools.org/regionalprograms](http://www.peelschools.org/regionalprograms) or call the school for boundary information.

The Peel board considers all Peel students (not just Peel board students) before it considers outside Peel applications, but RLCP boundaries are honoured based on address.

## Why won't my application save? Why does it say my application is incomplete?

If you have a written response as part of the application process, you need to be aware that there is a limit to the number of characters a student can enter in the box. It is 950 characters and that includes spaces, returns, etc. (every keystroke is a character). If the student goes over the limit, the application will not be saved or completed and the confirmation email will indicate the application is incomplete.

## How do I know that my application went through okay?

**Parents get emails during the application process at the following times:**

a) When they register for the application site, parents will receive the following confirmation of registration:

Thank you for registering to use the Peel District School Board's online application website for Regional Learning Choices Programs. Please read this email in its entirety as important details about the application process are shared.

Please save your login details, as you will be prompted for the following the next time you log in to the application website:

Parent Email: XXXXX

Password: XXXXX

Please review the details you provided. If changes are required, please make these on the application website by the registration deadline. You provided the following:

Parent Relationship: XX

Parent First Name: XX

Parent Last Name: XX

Parent Phone: XX

Parent Phone ext: XX

Parent Email: XX

2nd Parent Relationship: XX

Parent First Name: XX

Parent Last Name: XX

Parent Phone: XX

Parent Phone ext: XX

Parent Email: XX

Street Number: XX

Street Name: XX

Apartment: XX

City: XX

Postal Code: XX

Once you have successfully applied to a Regional Learning Choices program, you will receive a confirmation email within minutes of submitting your application online. If you

do not receive an email confirming your application is received, **please wait 24 hours before contacting the school as there may be a delay. Schools will only be able to view your application after 24 hours.**

When you are ready to pay your application fee(s), please visit the Peel board's [online application website](#). **Payments made directly on the School Day website cannot be processed.**

#### **Questions?**

All inquiries about the regional program application process, should be directed to the school with the program to which you are applying. If your question cannot be answered by the school, it will be directed to the appropriate Peel board staff member.

Thank you for your interest in the Peel board's Regional Learning Choices Programs.

- b) When they have applied to a program, parents will receive an email from each school confirming their application:

Thank you for applying to the [Name] Program at [School Name]. Please read this email in its entirety as important details about the application process are shared.

You will receive an email shortly confirming receipt of your application. If you do not receive an email confirming your application has been received, **please wait 24 hours before contacting us as there may be a delay. We will only be able to view your application after 24 hours.**

When you are ready to pay your application fee, please visit the Peel District School Board's [online application website](#). Please note: **payments made directly on the School Day website cannot be processed.**

If you are unable to pay online, please drop a cheque off with our office staff during school hours. Please make the cheque payable to [School Name].

After the application is reviewed, we will be in touch with applicants to discuss next steps in the application process. You will receive a follow-up email from us by [date].

If you have questions about the application process in the interim, please call us at the school.

For more information about our Regional Learning Choices Program, visit us online at [URL]. Thank you for your interest in [Program Name].

- c) If they have not paid the application fee, parents will receive the following email regarding a missed payment from each school:

This email is to inform you that your \$40 IB Application Fee (example) has not been received by [School Name] Secondary School. Please log back into the Regional Program

site and click on the **“Pay Now”** button. This will redirect you to the School Day website to process your payment.

All payments must be done through the School Day website.

If payment is not received, then your son or daughter's application will not be considered. If you require any assistance please contact the school at **000-000-0000**.

### **Can I get a refund for the application fee? Is yes, how?**

Program fees are non-refundable except in the situation where the wrong the program was selected. If that is the case and the school feels the refund is warranted, then the school would issue the refund. It cannot be done through the Board Finance department or through the School-Day site.

### **Can I use my International Languages account on School Day to pay RLCP fees?**

Parents use School-Day when enrolling their children in the International Languages program. However, for RLCP applications, parents must enter the School-Day site through the Pay Now button and not through a login used to register for International Languages.

### **How does the offer and waitlist process work, and how does it apply to out-of-region students?**

If a program has 100 spots to fill on the first round of offers, the school will send out an email to the first 100 students on their lottery list. If at the end of the week they have had 75 acceptances, then on the second round they would send out an email to the first 25 students on their waitlist. At the end of the second week if they received acceptances from 15 students, then they would still have 10 spots available.

During the time between the close of acceptances and the close of the waitlist (different timing for secondary and elementary), schools may continue to send out “offer emails” to the next student(s) on their waitlist until they have filled their remaining spots. The only students who could be admitted following the close of the waitlist are out-of-region students who applied to the program, and this can only happen if spots remain unfilled.

### **What spot is my child on the waitlist?**

The order of students on waitlists is random. Board office staff have no way of seeing any waitlists and, as such, cannot comment on where a student might be placed on a waitlist. Also, as waitlists are being used and spots are being filled, board office staff have no way of knowing what the chances are of a student, who is sitting on a waitlist, getting into a program.

### **Can we accept more than one RLCP offer?**

Parents may see more than one offer online, but you will only be able to select **one**. All offers made by other schools will automatically be declined once one program is accepted. **This is irreversible by the parent.** Parents will be prompted with **“Are you sure?”** before confirming your selection.

Once a program is accepted, the amount owing is recalculated (the program fee is added to the cart) and the parent will be able to pay online using the *Pay Now* button.

## What do students receive upon graduating from RLCs?

Arts Programs – Regional Arts Program Certificate

Graphic Design Management - Certificate

IB – IB Diploma with World Standing through school IB Co-ordinator

IBT – IBT Certificate

International and Executive Leadership - Certificate

SciTech – Certificate

Truck and Coach Engineering – Certificate

Sports - Certificate

Strings - Certificate

AP – Students complete any number of exams they wish and these can be used toward post-secondary destinations.

## More information?

For **technical issues** regarding the application and payment software, call the RLCP Help Line at 905-890-1010 ext. 7365, and press option **1** (one) when prompted.

For **specific program information** and for all **inquiries regarding fees and the status of applications**, **contact the school** that offers the RLCP you’re interested in.

For **general questions** on how to navigate the Peel District School Board RLCP website, contact 905-890-1010 ext. 2313 or visit the Peel District School Board website at [www.peelschools.org/regionalprograms](http://www.peelschools.org/regionalprograms).