



If you are applying for a Certificate of Eligibility, you must bring the documents (original) listed in the table below, to your appointment.

Note: These are the most common situations that allow a child to receive instruction in English in Quebec. If you are unsure about your situation, please call the Admissions team at 514-422-3022, or email admissions@lbpsb.qc.ca, and we would be happy to help you.

	Required documents	
<p>Scenario 1: Parent or sibling educated in Quebec (in English)</p>	<ol style="list-style-type: none"> 1. Child's birth certificate <ol style="list-style-type: none"> a. If child is born in Canada: Canadian birth certificate (long form – showing parent's name) OR b. child is born outside of Canada: Foreign birth certificate (long form – showing parent's name), AND translated birth certificate (translated in ENG or FR) if applicable, AND child Canadian status (Canadian Citizenship, Permanent Resident Card) 2. Parent's Canadian Status: <ol style="list-style-type: none"> a. Parent's Canadian birth certificate OR b. Canadian Citizenship OR c. Valid Canadian passport 3. Parent's or sibling's eligibility certificate or Quebec Permanent Code (QPC) (if available) 	<p>To note:</p> <ul style="list-style-type: none"> • If using Parent's eligibility certificate, you must show Canadian Citizenship of that parent. • If using sibling's eligibility certificate, either parent's Canadian Citizenship is accepted or the parent in common if the brother or sister has only one parent in common.
<p>Scenario 2: Parent, child, or sibling educated in Canada (in English)</p> <p>Specifically:</p> <ol style="list-style-type: none"> 1. A child who received the major part of their 	<ol style="list-style-type: none"> 1. Child's birth certificate <ol style="list-style-type: none"> a. If child is born in Canada: Canadian birth certificate (long form – showing parent's name) OR b. child is born outside of Canada: Foreign birth certificate (long form – showing parent's name) AND translated birth certificate (translated in ENG or FR) if applicable, AND child's Canadian status (Canadian Citizenship, Permanent Resident Card) 2. Parent's Canadian Status: 	

<p>elementary or secondary school instruction in English in Canada; 2. A child whose brother or sister did the major part of his or her elementary or secondary studies in English in Canada; 3. A child whose father or mother did the major part of his or her elementary studies in English in Canada;</p> <p>In the first two cases, the father or mother of the child must be a Canadian citizen. In the third case, the parent who studied in Canada must be a Canadian citizen</p>	<ul style="list-style-type: none"> a. Parent’s Canadian birth certificate OR b. Canadian Citizenship OR c. Valid Canadian passport <p>3. An official original document indicating a proof of English education in another province</p> <ul style="list-style-type: none"> a. Report cards (showing the majority of education done in English in Canada) OR b. Original letter from the school or school board attesting to the majority of the education done in Canada
<p>Scenario 3: A child with serious learning disabilities (special exemption)</p>	<p>If applying for eligibility resulting from serious learning disabilities, please contact the Admissions team for guidance, 514-422-3022 or email admissions@lbpsb.qc.ca.</p>
<p>Scenario 4: Grandparent clause</p>	<p>If applying for eligibility resulting from a grandparent clause, please contact the Admissions team for guidance, 514-422-3022 or email admissions@lbpsb.qc.ca.</p>
<p>Scenario 5: Parents with a valid work permit</p>	<ul style="list-style-type: none"> 1. Child’s birth certificate (long form – showing parents names) from home country AND translated birth certificate (in ENG or FR), if applicable 2. Child’s valid immigration document

	<ul style="list-style-type: none"> a. Canadian Visa OR b. Visitor record OR c. Refugee <p>3. Parent Canadian valid work permit (AND letter from employer, if employer not stated on permit)</p>
Scenario 6: Parents with a valid study permit	<ul style="list-style-type: none"> 1. Child’s birth certificate (long form – showing parents’ names) from home country AND translated birth certificate (in ENG or FR), if applicable 2. Child’s valid immigration document <ul style="list-style-type: none"> a. Canadian Visa OR b. Visitor record OR c. Refugee 3. Parent Canadian valid study permit 4. Certificat d’acceptation du Quebec (CAQ) 5. Letter of acceptance from-Educational Institution
Scenario 7: Parents with diplomatic status	<ul style="list-style-type: none"> 1. Child’s birth certificate (long form – showing parents’ names) from home country AND translated birth certificate (in ENG or FR), if applicable 2. Letter of protocol
Scenario 8: A parent is a Canadian citizen or permanent resident domiciled in another Canadian province or a territory of Canada living in Quebec temporarily to study or work	<p>Due to the complex nature of this request, please contact the Admissions team for guidance, 514-422-3022 or email admissions@lbpsb.qc.ca.</p>
Scenario 9: A parent is a member of the Canadian Armed	<p>Due to the complex nature of this request, please contact the Admissions team for guidance, 514-422-3022 or email admissions@lbpsb.qc.ca.</p>

Forces who is posted in Quebec temporarily	
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