



# Institut collégial Vincent Massey Collegiate

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[www.pembinatrails.ca/vincentmassey](http://www.pembinatrails.ca/vincentmassey)

February 2024

Dear Parents/Guardians and students from General Byng, Henry G. Izatt, École South Pointe (French Immersion students) and École Viscount Alexander:

It is our pleasure to extend a warm welcome to Institut collégial Vincent Massey Collegiate on behalf of staff and students. We wish to welcome all our new grade 9 and 10 students for the 2024-2025 school year. We are excited to have our grade 9 English Program students join us for the first time. We have been planning for this and want to share our excitement at having you be part of our ICVMC community. This package will provide you with important information about Massey. With our Course Description Guide and visits with our school team, you will have information to help you with registration and course selection. You are receiving this registration package for next year because our most current information shows you reside in the Vincent Massey catchment area. This means that you are also pre-registered to select courses online.

Planning starts with you. Your interests and talents are important. **Our goal is to have over 95% of next year's student registrations completed by Friday, Feb 23rd (see checklist below).** Your course selections affect programming decisions and staffing (i.e. which courses are offered/not offered). Enclosed in this package:

1. Your personal demographic information which is entered in our student information database;
2. Your personal login and password for selecting next year's courses online with instructions; and,
3. **A hard copy of our course description guide.** This can also be found in a reader-friendly format on our school webpage under the <About Us> tab for future reference. A [course selection worksheet](#) that lists all courses offered at Vincent Massey is enclosed so that you can check those you wish to enter online and plan for future years.

As new students to Massey, mark your calendar to attend our **In-Person Open House on Thu. Feb. 15; 7:00 – 8:30 p.m. with special presentations beginning at 6:00 p.m.** (Visit our school website for more details). Please also read the information on how to select courses in the course description guide before selecting your courses and program pathways. Massey counsellors are scheduled to assist in-person or virtually at your respective schools in the week of Feb. 20<sup>th</sup> to 23rd.

Please also sign-off on our Pembina Trails Divisional "fair notice" documents online through Permission Click or call the office if technical support is required. Permission Click is authorized by the Pembina Trails School Division to assist with the collection of permissions and fee payment throughout the year. School fees outlined in the course description guide (page 4) will be collected at the beginning of the 2024-2025 school year.

On behalf, of the Vincent Massey team, thank you in advance for your effort to complete this process on time!

Sharon Labossière  
Principal/Directrice

Cheryl Smith  
Vice-Principal

Sarah Millar  
Vice-Principal

## 2024-2025 REGISTRATION CHECKLIST – DUE FRIDAY, FEB. 23, 2024

- ☐ **Step 1: Complete course selections** online. Print a copy for your records (to compare to your timetable when it is released at the end of the summer).  
Please visit: <http://ptsdNet.pembinatrails.ca>
- ☐ **Step 2: Sign-off on annual Divisional "fair notice" documents** through Permission Click.  
Please visit: <https://permission.click/xGqbj/ca>
- ☐ **Step 3: Confirm your registration by returning the following to your classroom teacher / counsellor** (depending on the school):
  - **Personal demographic information:**
    - Verify and update your information by printing in pen.
    - Sign all parent/guardian and student signatures as required.