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SECTION A: FAMILY INFORMATION

Form with sections for Parent/Guardian/Applicant and Parent/Guardian 2, including fields for last name, first name, address, city, postal code, email, and phone numbers. Includes a section for the number of people residing in the home, split into adults and children.

Table titled 'List the names of EIPS students living with the applicant' with columns: Last Name, First Name (preferred), 2019-20 School, Grade, and Busing (checkboxes for Y/N).

SECTION B: SUPPORTING DOCUMENTATION (Required for ALL adults in the household)

- Checkboxes for: 2018 Proof of Income statement from CRA, Alberta Works Health Benefit card, Social Services Health Benefits card, Independent Student Declaration, and a letter explaining extenuating circumstances with a bulleted list of examples.

SECTION C: PERMISSION TO EMAIL

Checkbox: YES, Elk Island Public Schools can email me with respect to this application.

I CERTIFY the information provided in this application and in any documents attached is correct and complete. I also understand that financial and other information provided above is confidential.

Signature lines for Parent/Guardian/Applicant, Parent/Guardian 2, and Date.



IMPORTANT INFORMATION

- 1. Supporting documentation must be submitted with your application.
2. Final application deadline is December 15, 2019, or if new to EIPS, the later of December 15, 2019 or 45 days of registration. No applications will be accepted after this time.
3. Busing will not be available until fees are paid or waived. Note, it may take up to three weeks for your application to be processed.
4. Waiver covers transportation fees for payride busing (less than 2.4 km from designated school), supplemental bus fee, lunch supervision fees and student council fees.
5. Waivers do not cover choice school busing fees, Alberta non-resident and international student tuitions, optional course fees, activity fees (i.e. field trips), extracurricular fees, non-curricular goods and services, and non-curricular travel.

Please talk to the School Principal(s) to discuss payment plan options if you are unable to pay the full amount of these fees when due. If you wish to access the payment plan for Transportation fees, information is available on the website or by contacting Student Transportation at 780-417-8151.

- 6. Waivers will not be approved if a student has books outstanding from previous years. All books must be returned or paid.
7. Submit ONE application per family. If you completed the application for transportation fees, it will also apply for school fees.
8. Submit once:
a) Email PDF file(s) to fees@eips.ca
b) Hand deliver to any EIPS school office addressed to the Secretary-Treasurer (CONFIDENTIAL)
c) Hand deliver or mail to Elk Island Public Schools Central Services
Attention: Secretary-Treasurer (CONFIDENTIAL)
683 Wye Road, Sherwood Park, AB T8B 1N2
e) Fax 780-417-8181 to the attention of the Secretary-Treasurer
9. You are responsible for your fees until such time as you have received approval notification from our office. It is our goal to process the Waiver of Fees within three (3) weeks of receiving your application. If you have not heard from our office within a reasonable period of time, please contact us at 780-417-8200.
10. Fees will not be waived for adult students.
11. Freedom of Information and Protection of Privacy – Notification of Use: The information collected on this form is for the purpose of processing this Application for Waiver of Fees. This personal information is collected pursuant to the provisions of the FOIP Act, section 33(c). If you have any questions about the collection and use of the information, please contact Elk Island Public Schools’ FOIP Coordinator, 683 Wye Road, Sherwood Park, AB T8B 1N2, phone: 780-464-3477.

The following chart of family income levels outlines how the waiver of fees will be determined for the 2019-20 school year.

Table with 3 columns: Number of adults and children per household, 100% Waiver, 50% Waiver. Rows include 2, 3, 4, 5, 6, and 7 or more people with corresponding income ranges.

Statistics Canada information used as a guideline