



## Waiver of School Fees Application

The application to waive school fees covers: Technology Fees, Pre-Kindergarten Fees, Kindergarten Fees, Enhanced Course Fees, Transportation Fees and any additional school fees as approved by the principal.

### Instructions for Completing Waiver of School Fees Application:

1. Complete only one application form per school, listing all names of your children attending that school.
2. Complete Section A, Section B and sign and date the Waiver of School Fees Application.
3. Place the application into an envelope addressed to the principal, marked "Confidential – Waiver of School Fees Application", and submit the envelope or email the signed application to the principal as soon as possible for their review and signature.
4. Waiver of School Fees requests are valid only for the year of application.
5. Questions are to be directed to the Principal or school.
6. School will submit the approved application to Division Office.

### SECTION A: PARENT/GUARDIAN (please print)

Last Name:		First Name:	
Street Address:			
City:	Province:		Postal Code:
Email Address:	Home Phone:		Cell Phone:
Name of Children (include all below):		Attending School:	

### SECTION B: WAIVER OF SCHOOL FEES APPLICATION

Please include a brief explanation outlining the circumstances supporting your application to have the school fees waived for your child/children for the school year.

	Fees	Amount \$
1		
2		
3		
4		

I certify the information provided on this application above is correct and complete. I also understand that all the information provided above is confidential.

Signature:	Date:
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### SECTION C: ADMINISTRATOR APPROVAL

- ☐ I confirm that prior to approving or denying this application that I have spoken with the Parent(s)/Guardian(s) about all possible school fee payment methods (e.g., Payment Plans).

**Select one option from the list below:**

- ☐ Having reviewed the application above, I hereby approve waiving the following fees: Technology Fees, Pre-Kindergarten Fees, Kindergarten Fees, Enhanced Course Fees and Transportation Fees for the \_\_\_\_\_ school year.
- ☐ Having reviewed the application above, I hereby approve waiving the following additional school fees: \_\_\_\_\_  
for the \_\_\_\_\_ school year.
- ☐ Having reviewed the application above, I hereby deny this application to waive school fees.

Principal (Print Name): \_\_\_\_\_ School: \_\_\_\_\_

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