

## REQUEST TO WAIVE INDIVIDUAL STUDENT SCHOOL FEES

**(\*\* PLEASE COMPLETE ONE FORM PER STUDENT \*\*)**

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*All information provided on this form is strictly confidential.*

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### About School Fees

Schools and school jurisdictions in Alberta are permitted to assess students for instructional supplies and materials, and technology supplies provided to the student. Fees may not be assessed for any other purpose, and the school must document that all fees are used appropriately.

School fees are due in full at the beginning of the school year. If payment in full is not possible at this time, the school can accommodate payment plans to suit all circumstances.

In cases of extreme economic hardship, parents may not be able to pay the school fee in September and have no reasonable expectation of being able to make payments later during the year. In such cases, the School Administration may be able to petition for a waiver of school fees.

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***Please complete either A or B to verify your financial situation.***

A) Please attach a photocopy of one (1) of the following Government or Proof of Income documents:

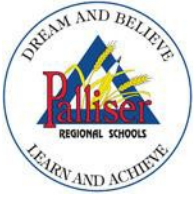
- Alberta Works Child Health Benefits Letter
- AISH
- Income Support
- Subsidized housing
- Canada Child Tax Benefit Notice (first page)
- Three consecutive Pay Stubs of all working adults in the home
- Notice of Assessment for most recent tax year (for each adult living in the home). If you do not have a copy of your Notice of Assessment, it can be obtained by calling 1-800-959-8281.
- Bankruptcy Form

B) Endorser Statement and Signature

The endorser acts as an objective third party who is familiar with the family and in a professional position to assess the financial barriers facing the family.

Check one of the following:

- professional from a social agency/social worker,
- teacher,
- principal,
- police officer,
- lawyer,
- member of clergy



Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Position: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

*I verify that the family of this applicant has financial need such that they will not be able to pay schools fees of \$\_\_\_\_\_ for this year.*

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

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

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***Parent Statement of Understanding***

I understand the following –

- If my financial situation improves to where I am able to make partial or full payments on my school fees, I will do so.
- My child may be unable to participate in non-curricular school sponsored events this year.

Name of Child/Children: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian