



Transportation Charge and School Fee Subsidy

MUST BE SUBMITTED ANNUALLY AND APPROVED PRIOR TO BUS PASS ISSUE

PLEASE READ BOTH SIDES PRIOR TO FILLING OUT FORM and complete section A and either section B OR C

SECTION A: PARENT/GUARDIAN AND FAMILY INFORMATION

| | | | |
|-------------------|------------------------|--|-------------|
| | | | |
| Last Name | First Name | | |
| Street Address | City | Province | Postal Code |
| Home Telephone No | Business Telephone No. | Email address (Please include an email if you would like notification of approval) | |

School year: _____

I am applying for a subsidy for (please select one or both):
 Transportation Charge
 School Fees

Number of people residing in household: _____

| Name of Child(ren) Include all | School(s) Attending |
|--------------------------------|---------------------|
| | |
| | |
| | |
| | |
| | |
| | |

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

Signature

Date

Please complete either Section B below or Section C on Page 2:

SECTION B: SUBSIDY FOR EXCEPTIONAL CIRCUMSTANCES

My circumstances are exceptional and I have spoken to a principal and had the form **signed by the principal below.**

To receive a Section B waiver, meet with one of your principals to describe your situation. The school will submit the waiver on your behalf once the principal has signed the form.

Principal's signature (for Section B applications only)

% Waived

SECTION C: SUBSIDY BASED ON CONFIDENTIAL FINANCIAL INFORMATION

I have attached a copy of the most recent **PROOF OF INCOME STATEMENT** for **ALL PARENTS/GUARDIANS** in the household. Proof of Income Statements may be obtained at no charge by calling the Canada Revenue Agency at **1-800-959-8281** or online with **CRA My Account**.

The following chart of family income levels outlines how the waiver of fees will be determined for the school year under Section C:

| # of Adults and Children Per Household | 100% Waiver | 50% Waiver |
|---|--------------------|-------------------|
| 2 persons | < \$29,035 | \$29,035-\$34,842 |
| 3 persons | < \$35,695 | \$35,695-\$42,833 |
| 4 persons | < \$43,339 | \$43,339-\$52,007 |
| 5 persons | < \$49,153 | \$49,153-\$58,984 |
| 6 persons | < \$55,438 | \$55,438-\$66,525 |
| 7 or more persons | < \$61,721 | \$61,721-\$74,066 |

Statistics Canada Low Income Cut Off, Market Basket Measure and Consumer Price Increase used as a guideline

Sign and mail the completed application form with supporting document(s) to:

**Fee Subsidy Processing
1040 Hollywood Road S
Kelowna, BC, V1X 4N2**

**Mark "CONFIDENTIAL" on
the
envelope**

It is our goal to process your application within 2 weeks of the receipt date. If you have submitted a subsidy request and have not heard back with a reasonable time frame please contact our office at 250.860.8888.

Please note that approvals are only for one school year and that you must reapply every year for the subsidy.