



# Application for Waiver of Transportation Fees

**\*\*APPLICATION DEADLINE: SEPTEMBER 22, 2017\*\***

OFFICE USE ONLY	
<input type="checkbox"/> O/S	<input type="checkbox"/> P/S
<input type="checkbox"/> NW	<input type="checkbox"/> RPT

**Please read and complete the entire application, and submit to the school principal for approval.**

**NOTE: A separate application is required for each school your children attend.**

1. WAIVER COVERS: Bus transportation, including Charter (yellow) and City Transit, fees for eligible students. Eligible students are those Grade K-5 students further than 1.6 km from their designated school, or those Grade 6-12 students further than 2.4 km from their designated school. The waiver will also cover students attending school of choice if they are further than 2.4 kms from their designated school and school of choice.
2. WAIVER DOES NOT COVER: Grade K-5 students under 1.6 kms to designated school, or Grade 6-12 students under 2.4 kms from either designated school or school of choice
3. Any 2017-2018 Transportation Fees that you have paid will be refunded at your request to the school upon approval of this waiver form.

SECTION A: PARENT/GUARDIAN & STUDENT INFORMATION			
Last Name		First Name	
Street Address	City	Province	Postal Code
Email address	Home Phone	Cell Phone	

Name of Children (Only those children attending the <u>same school</u> )	Designated School	Attending School (If different from Designated School)

## SECTION B: TRANSPORTATION FEE WAIVER REQUEST

Please include a brief explanation outlining the circumstances supporting your request to have your Transportation Fees waived for the 2017-2018 school year. If financial documentation is required to support your request please attach to this application (Possible additional documentation options are included at the end of the application package).

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## SECTION C: ADMINISTRATOR APPROVAL

- Having reviewed the application above I hereby approve 100% of the Transportation Fee Waiver Request.
- Having reviewed the application above I hereby approve 50% of the Transportation Fee Waiver Request.
- Having reviewed the application above I hereby deny the Transportation Fee Waiver Request.

\_\_\_\_\_  
Principal (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **Checklist for completing 2017-18 Waiver Application**

- Read the information section below.
- Fill out Section A: Parent/Guardian and Student Information section.
- Fill out Section B: Transportation Fee Waiver Request.
- Sign and date the application.
- Place this form and all attached documents into an envelope, marked “Confidential – Waiver Form” on the envelope.
- Submit application to your school principal for approval.

## **Information Regarding Waiver Application**

- Complete one transportation application form per school, listing all names of your children attending a specific school. A separate transportation application is required for each school your children attend.
- It is recommended you submit your application as soon as possible, only complete waiver applications will be processed, including any financial documentation, if required.
- Students must meet transportation eligibility requirements as established by RDPSD to qualify for a waiver of transportation fees (eg. K-5 students must live beyond 1.6 km & Grade 6-12 students must live beyond 2.4 km).
- Application for Waiver of Transportation Fee forms must be completed annually. Forms are available at the schools and on the RDPSD website (<http://www.rdpsd.ab.ca/Fee%20Waiver%20Program.php>).
- If you have any questions, please phone or attend the office of your child’s school.

## **Terms and Conditions**

The Parent/Guardian promises to pay the appropriate annual transportation fees should this waiver be denied.

The Parent/Guardian agrees that if a cheque is dishonored for any reason, the Parent/Guardian shall be liable to pay to RDPSD on demand, an NSF fee, in addition to the school fees.

## **CONFIDENTIAL FINANCIAL INFORMATION**

**Please choose one of the following forms of additional information to finalize a decision:**

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Request a copy for **ALL** adults in the household a **2016 Canada Revenue Agency – notice of assessment or reassessment**. A notice of assessment can be obtained by:

- Contacting the Canada Revenue Agency at **1-800-959-8281**
- <http://www.cra-arc.gc.ca/tx/ndvdl/tpcs/ncm-tx/ssmnt-eng.html>  
**Access the notice of assessment or reassessment electronically:**
  - By using My Account to view and to print the notices of assessment and reassessment. They can also view and print detailed summaries of notices of assessment or reassessment issued between 2004 and 2016.

### **If they Receive assistance from Provincial Social Services**

Attach a photocopy of one of the following:

- A currently dated Social Services Benefit Card showing applicant's & student(s) names

OR

- A current letter from Social Services verifying they are in receipt of assistance & the children listed are covered as their dependents

### **If they are low income but not on Provincial Social Services**

Take a photocopy of one of the following:

- The Alberta Child Health Benefit card and the letter of confirmation of renewal for the current year

OR

- A copy of their current Alberta Adult Health Benefit card with all children's names and card expiry date year

Note: Low-income families who receive Health Benefits from other companies can still receive coverage through Alberta Works Child Health Benefits at no charge

### **If they are Government Sponsored Conventional Refugees**

Attach a photocopy of both of the following:

- Parent(s) "Confirmation of Residency" papers indicating Conventional Refugee and a current Citizenship & Immigration cheque stub

AND

- Copy of current dated Interim Federal Health Certificate of Eligibility for applicant and children

### **If they are an Independent Student:**

Attach a photocopy of the following:

- A recent pay stub AND a receipt for rent or a letter from your landlord indicating you are paying rent

OR

- A letter from your school principal confirming you are an independent student living away from home.

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**The following chart of family income levels outlines how the waiver of fees will be determined for the 2017-2018 school year, if the Principal requires the “notice of assessment” when determining if the fees are to be waived**

<u># of Adults and Children Per Household</u>	<u>100% Waiver</u>	<u>50% Waiver</u>
1 person	<\$20,954	\$20,954 - \$27,939
2 persons	<\$26,085	\$26,085 - \$34,780
3 persons	<\$32,069	\$32,069 - \$42,758
4 persons	<\$38,937	\$38,937 - \$51,916
5 persons	<\$44,160	\$44,160 - \$58,880
6 persons	<\$49,806	\$49,806 - \$66,408
7 or more persons	<\$55,452	\$55,452 - \$73,936

Statistics Canada information used as a guideline