



MEDICINE HAT PUBLIC SCHOOL DIVISION

601 – 1 Avenue SW

Medicine Hat, Alberta T1A 4Y7

Application for Waiver of Student Fees

- For programs managed centrally, such as Play & Learn Programs, fees will only be waived by the Director of Learner Supports & Services, in consultation with the Director of Finance.
- Fees for other programs may be waived by the principal for parents demonstrating financial hardship.
- The deadline for fee waiver application is May 15th of each school year.
- The application form must be submitted with updated documentation **each** school year.
- If you are requesting waiver of fees for more than one school, you must fill out a **separate application form** for each school, as each form requires the respective principal's signature.
- Optional course fees greater than \$40 **may not be eligible** for a fee waiver.
- Additional fees for discretionary items such as participation in sports teams, clubs, extra-curricular trips and the purchase of optional goods may not qualify for a waiver.

SCHOOL: _____ **SCHOOL YEAR:** _____

APPLICANT: (Parent/Guardian/Independent Student) Information (**Please Print**) Email _____

Last Name _____ First Name _____ Phone (evening) _____

Address _____ Phone (day) _____

City _____ Province _____ Postal Code _____

STUDENT INFORMATION: (*Please print names of students at the location that the applicant is the guardian*)

Student Name	Home Room / Grade

Check the following option below that is applicable to your family and include **one** of the following documentation items below:

1. To be eligible for a **100% waiver (\$0 of applicable fee is owing)** - We receive assistance from a Municipal, Provincial or Federal agency - Attach related forms of documentation listed below:

☐	current letter from your Social Services Case Worker (provincial) indicating assistance is provided	Date of Letter: _____
☐	current Income Support - Client Reporting Card	Expiry Date _____
☐	current letter from your AISH Case Worker (provincial) indicating assistance is provided	Date of Letter: _____
☐	current Alberta Child Health Benefit - Health Benefits Card	Expiry Date _____

2. To be eligible for a **25% waiver (75% of applicable fee is owing)** - We are low income but not on Social Assistance - Attach related forms of documentation listed below:

☐	Documentation to support receipt of the GST credit for the previous tax year with dependent children listed.	Date _____
☐	documents supporting recent declaration of bankruptcy (within 1 year)	Date _____

DO NOT attach any of the following to your application, as they are not acceptable forms of documentation:

- Pay stubs from your place of employment
- Income Tax documents
- Employment Insurance documents
- Child Tax Benefit documents
- Workers Compensation documents

Signature of applicant - parents/guardian or independent student

Date

Connaught School 101 – 8 th Street SW, Medicine Hat T1A 4L5	403-526-2392	River Heights School 301 – 6 th Avenue SW, Medicine Hat T1A 5A8	403-527-3730
Crestwood School 2300 – 19 th Avenue SE, Medicine Hat T1A 3X5	403-527-2257	Ross Glen School 48 Ross Glen Road SE, Medicine Hat T1B 3A8	403-529-2960
Elm Street School 1001 Elm Street SE, Medicine Hat T1A 1C2	403-526-3528	Alexandra Middle School 477 – 6 Street SE, Medicine Hat T1A 1H4	403-527-8571
Dr. Roy Wilson Learning Centre 751 Strachan Road SE, Medicine Hat T1B 0P1	403-528-6573	Vincent Massey School 901 Hargrave Way NW, Medicine Hat T1A 6Y8	403-527-3750
George Davison School 155 Sprague Way SE, Medicine Hat T1B 3L5	403-529-1555	Crescent Heights High School 1201 Division Avenue NE, Medicine Hat T1A 5Y8	403-527-6641
Herald School 301 – 5 th Street SW, Medicine Hat T1A 4G5	403-526-4477	Medicine Hat High School 200 – 7 th Street SW, Medicine Hat T1A 4K1	403-527-3371
Dr. Ken Sauer 20 Terrace Dr NE, Medicine Hat, AB T1C 1Z8	403-528-6577	Outreach Locations	403-526-7877
Medicine Hat Christian School 68 Rice Drive SE, Medicine Hat T1B 3X2	403-526-3246		

OFFICE USE ONLY

Waiver of fees: ☐ Approved – appropriate documentation provided ☐ Not Approved

Principal's Signature

Date

Final Approval for Centrally Managed Programs (Play & Learn)

Director of Learner Supports & Services

Date

If an approved fee waiver is for a Centrally Managed Program (Play & Learn), please forward a completed copy to the Early Learning Coordinator for final approval.