



How to apply for a Central Fee Waiver

Information Regarding Fee Waiver Application |

- Fee waiver applications must be completed annually.
- Complete **only one fee waiver application form per student** by submitting your application and supporting documentation online using your [MyCBE/Powerschool account](#).
- Only completed waiver applications that include copies of proper documentation will be processed.
- To allow sufficient time to process your application for the school year, it is recommended you submit your waiver prior to December. Please allow 8 - 12 weeks for processing. If you have not received a reply from the CBE after 8 weeks, please send your inquiries to feewaiver@cbe.ab.ca.
- If you apply for a waiver you must still register for yellow school bus transportation and noon supervision, if your child uses these services.

Documents Required |

Be sure you have the appropriate documents. You must provide a photocopy of one of the following documents:

- 1 | If you receive assistance from Provincial Social Services, provide a photocopy of either:
 - A currently dated Social Services Benefit Card showing applicant's and student(s) names.

OR

 - A current letter from Social Services verifying you are in receipt of assistance and the children listed are covered as your dependants.
- 2 | If you receive the Alberta Child Health Benefit, provide a photocopy of:
 - The Alberta Child Health Benefit card **and** the letter of confirmation of renewal for the current year. (DO NOT send a copy of your Alberta Personal Health Card)
- 3 | If you are Government Sponsored Convention Refugee, provide photocopies of either:
 - Parent(s) "Confirmation of Residency" papers indicating Convention Refugee **and** a current Citizenship and Immigration cheque stub.

OR

 - A copy of current dated Interim Federal Health Certificate of Eligibility for applicant **and** children IFHP expiry date.
- 4 | If you have been approved by the City of Calgary's Fair Entry program
 - A copy of your program acceptance letter showing the guardian and dependent names that matches your application, approval status and expiry date.
- 5 | If you do not have the above documents but have a low income and Treaty status, provide photocopies of both:
 - Treaty Status Card **and** Notice of Assessment for parents/guardians (this is the only situation where any form of income tax papers will be accepted).

AND

 - Treaty Status Card for each of the children (or a letter from your band verifying each child has treaty status).
- 6 | If you are an independent CBE Student who is not financially supported by a parent/guardian
 - A copy of a current lease agreement showing the independent CBE Student as the primary tenant.

AND

 - A copy of a recent paystub of the independent CBE student

Contact | Central Fee Waiver Support at feewaiver@cbe.ab.ca