



2022-2023 Resource and Bus Fees Policy

Fees Due

1. Resource Fees

- 100% March 15, 2022 (Kindergarten)
- 50% March 15, 2022 (Years 1 to 12)
- 50% April 30, 2022 (Year 1 to 12)

Kindergarten	\$270.00 per year
Years 1 to 3	\$450.00 per year (50% = \$225.00)
Years 4 to 6	\$525.00 per year (50% = \$262.50)
Years 6 to 8	\$550.00 per year (50% = \$275.00)
Year 9	\$615.00 per year (50% = \$307.50)
Year 10 to 11	\$750.00 per year (50% = \$375.00)
Year 12	\$815.00 per year (50% = \$407.50)

2. Bus Fees

Both Ways

- 25% March 15, 2022
- 25% April 30, 2022
- 25% June 1, 2022
- 25% Sept 1, 2022

One Way

- 50% March 15, 2022
- 50% April 30, 2022

Please note that bus registrations received after the September 30 grant application deadline are subject to additional fee of \$550 to cover the full cost of busing.

Both Ways	\$825.00 (25% = \$206.25)
One-Way	\$575.00 (50% = \$287.50)

Occasional: \$10 per ride, 10 rides maximum. “Occasional rider” selection in Family Zone must be checked. If more than 10 rides are needed, registration in the busing program is required.

3. Lunch Fees

- 50% March 15, 2022
- 50% April 30, 2022

A fee of \$100 per student applies to all Year 4 to 9 students. Year 1 to 3 student lunch fees are organized through Student Care and are \$265/school year paid monthly

Refund Policy – Resource Fees

1. Should a student withdraw prior to September 30th, a full refund of fees paid less a \$100.00 administration fee will be issued.
2. Should a student withdraw after September 30th but prior to December 31st, 50% of the fees paid less a \$75.00 administration fee will be reimbursed.
3. Should a student withdraw between January 1st and February 28th, 25% of the fees paid less a \$75.00 administration fee will be reimbursed.
4. Students withdrawing after March 1 will not be issued a refund.

Transportation Fees and Refund Policy

	Registration by September 30		Administration Fee for Late Registration (After August 12)	Registration after September 30	Withdrawal after Sept 30, before April 1
	Annual Fee	Nonrefundable (after August 12)	Nonrefundable	Per remaining month	Refund for each remaining month
Both	\$825.00	\$225.00	\$100.00	\$134.50	\$60.00
AM or PM	\$575.00	\$175.00	\$100.00	\$109.50	\$40.00

Notes:

1. August and September combine to count as 1 month.
2. Students registering for bus service after the beginning of the school year shall be charged an administration fee of \$100. This administration fee is waived for new CAA students provided they register for bus service when they commence attending Calgary Arts Academy.
3. Families registering after September 30 pay \$134.50 per month for the remaining months in the school year plus the administration fee.
4. The withdrawal date used to calculate refunds is the date that written notice of withdrawal is received by the Transportation Coordinator or the Secretary Treasurer, regardless of actual usage.
5. There will be no refunds for withdrawal after March 30.
6. There will be an administrative charge of \$40.00 per each dishonoured cheque.
7. Full time fees may be paid online in increments of \$200.00 each, by March 15, April 30, June 1, September 1. Late registration requires all fees owing at that time and any applicable post-dated cheques.
8. Part time fees can be paid online in 2 installments prior to March 15 and April 30. Late registration requires full payment at time of registration.
9. Occasional riders must sign the occasional rider contract found in Family Zone.
10. Occasional rides are \$10.00 each way and require 24 hours-notice sent to transportation@caaschool.com. A maximum of 10 occasional rides per school year are allowed.

Lunch Fees Refund Policy

There shall be no refunds provided for lunch fees for withdrawal from the school. Parents will be charged the full lunchroom fee for that school year, regardless of when they register in the school.

Application for Waiver of Resource Fees

Each fiscal year, Calgary Arts Academy budgets an amount for families that are unable to cover the costs of resource fees. See “Applying for a Fee Waiver” to determine whether or not you qualify. **Each year a family must re-apply. Please note that we are not able to provide waivers for bus fees.**

To Apply:

A waiver form must be completed and submitted with a copy of the family’s most recent GST notice. To finalize the application, the applicant must provide a copy of the GST notice provided in July. This is due by the start of the new school year.

Each waiver application is considered separately. Qualifying families must apply every year.

The application form can be found on the school website under the section entitled “More/For Parents.” Applications, fully completed with the required supporting documentation, are **due by April 30** of the preceding school year as well as the 50% fee requirement. Families will be notified when their application has been approved.

Waivers will be provided, and distributed equitably amongst the approved applications, up to the budgeted amount.

Transportation Agreements

For a student to ride the school bus, signed and fully completed transportation agreements must be received no later than April 30, 2022. Bus stops will be planned around registered students only.

Resource Fees

Resource Fees are due at the time of online registration. Families with outstanding resource fees as of **March 15** will not be granted a seat at Calgary Arts Academy for the upcoming school year. Additionally, any accounts in arrears from prior years will not have access to the registration process for the 2022-2023 school year. Should families not have access to a computer, or need to make alternate payment arrangements, they will be required to come to the school to make arrangements with the finance department.

Bus Fees

Payment of 25% of the bussing fee is due by **March 15**. Students whose fees and application have not been received at this time will not be included on the transportation schedule.

Payment of the final portion of busing fees is due by **September 1**. Payments can be made online prior to this date.

NSF Fees

Online registration will help to minimize the incidents of returned cheques. Any dishonoured cheques will be subject to a \$40.00 administration fee, in addition to the full value of the cheque.

Forms

All referenced forms can be found on the school's website (www.caaschool.com).