

Instructional Resource Fees



May 2026

Background

The Division supports a system of Instructional Resource Fees to be paid by each **child or** student in Division schools.

Fees will be approved by the Board after consultation with parents, school councils, school administration and staff. Fees must be demonstrated to be reasonable and spent for the same purpose as they were collected.

Fees may be waived in certain circumstances, such as cases where parents can show financial hardship. Parents wishing to waive fees must fill out a Waiver of School Fees Application and return to the principal for review. Disagreements on the outcome of an application will be referred to the Secretary-Treasurer.

Procedures

1. A Board shall not charge any fees for textbooks, workbooks or photocopying, printing or paper supplies as stated in the School Fees Regulation. The Board will establish and approve a school fee schedule each year, prior to the start of the school year. Fee schedules will be posted on the Prairie Land and/or individual school websites.
2. Fees for Career and Technology Studies (CTS) and distributed learning courses can be charged, but they must not exceed the costs for materials used. These fees will be determined at the local school level. School-assessed fees must be annually posted on the school's website.
3. Students may be assessed additional costs for projects that extend beyond the requirements of the curriculum only with the approval of the Superintendent.
4. Students who lose or damage texts will have to replace them at replacement cost.
5. Students are expected to purchase supplies such as calculators, glue, pencils, pens, crayons, erasers, notebooks, etc.
6. Students may be eligible for a refund of fees which have been paid when the purpose for the fee was not fulfilled. Refunds may be partially issued, depending on the circumstance (such as a non-refundable deposit that was paid, even though the activity did not proceed). Refunds or a credit against future fees may be issued if surplus funds remain after the event or activity has been completed. Disagreements about fees shall be referred to the Secretary-Treasurer for a final decision.

Reference: Section 57 *Education Act; School Fees Regulation*

Reviewed: June 2016
August 2023

Revised: June 2007
August 2016
August 2025
May 2026



School Fees 2026-2027

Division Tuition Fees

Non-funded Alberta Senior High School Adult Students (20+)	\$140 per Credit
Out of province non-funded Senior High School Student	\$140 per Credit
International Senior High School Student	\$175 per Credit

In Person Instructed Students

Out of province and international student (where no reciprocal exchange agreement exists)	\$14,000
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Non-Funded Online Tuition Fees

Out of province grade 1 to 9 students	\$5000 per year
International grade 1 to 9 students	\$6250 per year

Additional Fees

Diploma Exam Sites Student Booking Fee (non-Prairie Land students)	\$50
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School Based Fees*

Junior High Enhanced Course Fees*

Grade 10, 11, 12 Enhanced Course Fees*

*Some enhanced courses and activities will have additional fees associated with them (ie Optional Courses, Extracurricular Activities, Student Excursions, etc). These fees will be charged on a cost recovery basis by the schools offering these courses and activities. School based and enhanced course fees must be posted on the schools website.



Waiver of School Fees Application

The application to waive school fees covers: Enhanced Course Fees and any additional school fees as approved by the Principal. Waivers will not be approved if any students in the family have books outstanding from previous years. All books must be returned or paid for before the fee waiver can be approved.

Instructions for Completing Waiver of School Fees Application:

1. Complete only one application form per school, listing all names of your children attending that school.
2. Complete Section A, Section B and sign and date the Waiver of School Fees Application.
3. Place the application into an envelope addressed to the Principal, marked "Confidential -Waiver of School Fees Application", and submit the envelope to the Principal as soon as possible for their review and signature.
4. Waiver of School Fees requests are valid only for the year of application.
5. Questions are to be directed to the Principal or school.
6. School will submit the application to Division Office when requested.

SECTION A: PARENT/GUARDIAN (please print)		
Last Name:		First Name:
Street Address:		
City:	Province:	Postal Code:
Email Address:	Home Phone:	Cell Phone:
Name of Children (include all below):		Attending School:
SECTION B: WAIVER OF SCHOOL FEES APPLICATION		
Please include a brief explanation outlining the circumstances supporting your application to have the school fees waived for your child/children for the school year.		
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 waiving the following fees: Enhanced course Fees and any additional school Fees for the _____ school year.

Notes / Comments:

Principal (Print Name):

School:

Signature:

Date: