

TIP SHEET FOR HOMESCHOOL FUNDING REIMBURSEMENT

- Funding per student is \$901. Parents who submit receipts for 75% of the \$901 will automatically receive the entire amount in reimbursement.
- Parents have up to 2 years to access homeschool funding. The previous year's unused funding will be placed into your account for use with this year's expenses.
- Kindergarten students will receive \$450.50 in funding. If funding is unused and brought forward to the following year, it can only be claimed for kindergarten-related expenses dated from the prior year.
- Reimbursements are processed from October 15th to May 31st each year. Submit early to avoid end of year deadline issues and receipt problems. (\$100 minimum per claim).
- Please indicate the student's name for which the item/lessons/activity is for - on claim form or receipt.
- Do not write out each item if already listed on a receipt - write a general description and the sum total amount of the receipt. Don't use a separate claim form for individual students.
- Please provide a note explaining **unusual purchases/activities** and relevancy to the course.

Submit claims by regular mail (*address on claim form*) **OR by email IF** all receipts were received online: send to **linda.macor@ecacs16.ab.ca**. ***Cellphone pictures/cellphone scans are not acceptable.***

Funding can also be accessed through a **purchase order request** for items/lessons, where the vendor is paid directly from your funding and the item is shipped to you. Email your request to **monica.beck@ecacs16.ab.ca** or call her at 780-853-2188 (ext.3107).

Your payment will be mailed out as a cheque OR you can choose **direct deposit**. Fill out the direct deposit form and send in with your claim along with a void cheque or bank account verification form. This information is kept on record from year to year but you will need to fill out a new form if your banking information changes.

Claimable expenses:

Consumables (pencils, paper, ink cartridges, art supplies, science supplies, etc.) are claimable for receipts dated from July 1, 2025 and onwards for current school year.

Curriculum resources and books that are specifically for the 2025-2026 school year are claimable for receipts dated January 1, 2025 and onwards for the current school year.

Proof of exchange rate is required for purchases made out of Canada (*copy of credit card statement or historical exchange rate printout for exact date.*) Just writing it in on claim without proof is not sufficient.

Technology purchases dated Jan. 1, 2025 and onwards are claimable for 2025-2026. (*computer, chromebook, printer, tablet, e-reader, etc.*) Each student can claim **\$500 maximum/year**. A family with more than one student can use their technology amounts towards one large purchase. (*Warranties/protection plans/fax machines are not reimbursable*).

Computer headphones, wireless airpods maximum claimable is **\$75**.

Miscellaneous claimable items:

Educational apps; library membership; computer repairs; music books; music instruments/rentals (*50% of funding max.*); educational games (**not** strategy or amusement); educational puzzles (eg. science or soc.studies related) ; Lego classic blocks (not playsets); gym equipment/rentals similar to what is provided in schools (balls, racquets, bats, nets, weights, mats, snowshoes, cross country skis) - *50% funding max.*); science supplies, camera, telescope, microscope, whiteboard.

Home Ec.: supplies/lessons/sewing machine for grades 5-12 (\$50% of funding = \$450.50 maximum)

Internet monthly service fees are claimable from **September 2025 to August 2026** at 50% of monthly cost. *An invoice showing **internet details** is required for each and every month claimed.*

Lessons & Activities: Costs are claimable from Sept. 2025 to June 2026.

- **Lessons** must be training/technique rather than a registration to join a sport or competitions. **Not claimable:** soccer, baseball, football, hockey, curling, wallclimbing, basketball
- If a gym program is done through a homeschool group, please provide a list of activities.
- Horse riding lessons must be with a certified instructor only (*proof required*). *Competitions, roping, jumping, and racing are not claimable*.
- Send in a Certification of Qualifications form (available on website) for the instructor(s) if activity is not with a registered association/facility/pool/college/university, etc.

Admissions/ fieldtrips/ science centres/ recreation centres/ workshops costs:

- 50% of funding maximum (\$450.50). Claimable from Sept. 2025 to June 2026. If a **FAMILY PASS** is purchased, submit receipt along with printout of individual costs (student/youth/adult).

ITEMS NOT CLAIMABLE:

Parent admission costs, travel costs, furniture, storage containers, backpacks; postage/courier; protective wear/uniforms/costumes/clothing/footwear; testing of any kind; insurance; HSLDA; gift coupons/certificates redeemed; homeschool group memberships; RCM exams; competitions/festivals; AGF fees; administration fees; driving lessons; skates, downhill skis, hockey sticks, archery equipment; construction supplies; animal husbandry; weapons/hunting.

If the home education funding is not accessed within the 2 years it has to be sent back to the Department of Alberta Education. Or, parents are allowed to transfer the parental portion of the home education funding to the associate school authority for eligible education supports if they so choose. A signed transfer of funding form is required in order to facilitate this transfer which we would send to you.