

## **Tuition Assistance Process**

Riverdale desires to make tuition support available for students in need. Our tuition support policy and process is as follows:

- The parent will express need for financial support either before or during the initial meeting.
- 2. The principal will ask how much support is needed and to provide proof of income.
- 3. The principal will then confer with the board to determine if there is a bursary available to provide to the student.
- 4. The amount of the bursary will be in reflection of the following:
  - a. Amount of parent(s) income
  - b. Other children at home
  - c. Any trauma the child has experienced
- 5. Once the board determines the amount of assistance the student will receive, the parent(s) will be notified.

Students will be selected to receive a bursary on a case-by-case basis. The board has the final decision for what bursaries are given out.

Bursaries will be given out twice per year per student. Students will either receive a cash bursary to pay tuition or a reduced tuition rate. The dates the cash bursaries will be given are September 1 and February 1 of every year.