

<p>Kelsey School Division Box 4700 The Pas, MB R9A 1R4</p>	<p>Code: JQ</p>
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STUDENT FEES, FINES AND CHARGES

A. Independent Study Course Fees

Senior high school students taking courses by Independent Study because the School Division's high school does not normally offer them, will have the course fee refunded upon presentation of proof of successful completion of the course.

B. Special Materials Fee

Students in home economics, industrial arts or business education may be assessed a fee to cover the costs of special materials. This fee is set annually for each course and assessed per student enrolled in that course. All such fees shall be deposited in the school account and shall be used to defray part of the cost of the special materials. All such funds shall be accounted for in the school's Financial Report submitted at the end of each school year. Any excess may be requested to be retained for use the following year and accounted for to the School Division.

C. Rental of School-Owned Musical Instruments

Rental fees will be charged to students who use the large wind instruments owned by Kelsey School Division and the School Division owned percussion instruments. These fees are set annually and collected at the start of each semester or term. These fees will be maintained in the school accounts and used to repair percussion and large instruments. In Scott Bateman Middle School, instruments purchased by donations for the use of students unable to pay a rental fee, may require a nominal fee for repair.

D. Locker Rental

Lockers shall be rented to students at a rate that is established and from time to time reviewed. Lockers shall be rented only if the student and parent have completed and signed the form "Locker Rental Agreement" (see Regulation JN-R).

E. Caution Fees

A caution fee shall be charged to each student when the student registers. The caution fees shall be a deposit held by the school as a collateral against the books and/or special materials given to the students. Upon graduation or transfer out of a school or the School Division, caution fees shall be returned, providing that the student returns the books and/or special materials in a condition satisfactory to the teacher and assistant principal. The fees shall, from time to time, be reviewed by the Finance Committee in light of the material costs.