



CALGARY TRANSIT PASS REBATE 2020 - 2021

Instructions

Students must meet the eligibility criteria to receive a rebate on the purchase of a monthly youth Calgary Transit pass. Refer to www.cssd.ab.ca and follow the Transportation link. Please complete this form if you are eligible for a rebate and have not received a waiver from the school. The payment will be made by electronic funds transfer (EFT). The transit pass rebate process is subject to change depending on the circumstances related to COVID-19.

Submit this completed form to either (1) the school or (2) mail to Calgary Catholic School District, Transportation Department, 1000 - 5th Avenue SW, Calgary, AB T2P 4T9. If this completed form is not received by **September 4, 2020** for the 2020-2021 school year, your payment may be delayed.

Faxes not accepted. A separate form must be completed for each student EACH SCHOOL YEAR.

Section 1 – STUDENT INFORMATION (Please Print)

District School ID		Grade (2020 – 2021)	
School (attending in 2020 – 2021)			
Last Name		First Name	
Mailing Address			
City	Province	Postal Code	

Section 2 – PARENT/GUARDIAN CONTACT INFORMATION (Please Print)

Last Name		First Name	
Address (if different from student)			
City	Province	Postal Code	Phone

Section 3 – BANKING INFORMATION (Please also attach a void personalized cheque or stamped document from your bank with your account information)

Account Holder Last Name		Account Holder First Name	
Name of Financial Institution			
Address of Financial Institution			
City	Province	Postal Code	
Branch Number (5 digits)		Institution Number (3 digits)	
Account Number (minimum 7 digits)			

Section 4 – AUTHORIZATION

By signing this form, I certify that the information on this form is correct and agree to all the terms and conditions under section 5 of this form on page 2.

Signature of Parent/Guardian or Student (age 18 or older)

Date

FOR OFFICE USE ONLY

Name (Accounting Department)	Date Processed
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Section 5 – TERMS AND CONDITIONS

Student Eligibility for Transit Pass Rebate:

- Students must meet the district's eligibility criteria and must not have received a waiver in order to receive a rebate on the purchase of a monthly youth Calgary Transit pass. Refer to www.cssd.ab.ca and follow the Transportation link.
- In the event that approval for the rebate is not granted, the Calgary Catholic School District ("CCSD") will not be held responsible for Calgary Transit passes purchased presuming receipt of the rebate.

Transit Pass Rebate Procedure:

- **An annual rebate form must be completed for each school year in order to receive the rebate.**
- Students must show their purchased transit passes to the appropriate school staff by the deadlines established by each school and communicated to students/parents.
- The school staff scan the pass(es) and hole punch the transit pass. If the pass is not shown to school staff by the monthly deadline, it may be presented in the following months in accordance with the school's scheduled deadlines.
- Original transit passes are the only acceptable proof of transit pass purchase for the purpose of the rebate; receipts for transit pass purchases or photocopied transit passes will not be accepted.
- **DEADLINE for 2020-2021 Rebate: The final date transit passes will be scanned for rebate for the 2020-21 school year will be the deadline in June 2021 communicated to you by your school. Failure to show a pass by this date will result in forfeiture of the rebate for the month(s) being claimed.**

Payment of Rebate by EFT:

- **Rebates will be processed only through an EFT. Failure to provide the required banking information will result in no rebate being processed. The bank account receiving the EFT must be a Canadian bank account and must be able to accept EFTs.**
- The EFT will be made to the financial institution, branch and account number on this form. Payment will be deemed to have been made when the financial institution has received or has control of the payment transaction.
- If the bank account holder's financial institution advises CCSD of a change in the bank account holder's financial institution number, branch number, or account number, the payments may be redirected according to the information provided by the financial institution.

Other:

- Refer to www.cssd.ab.ca and follow the Transportation link for the transit pass rebate amount.
- CCSD is not responsible for lost or stolen passes.
- In the event of a disagreement between the parent/guardian or student (age 18 or older) and CCSD, the records of CCSD shall, in the absence of obvious error, be considered correct.
- The CCSD may terminate this agreement at any time without notice.

Section 6 – SCHEDULE FOR REBATE DEPOSITS

If a student purchases a Transit Pass for: (Month)	<u>SCAN TRANSIT PASS AT SCHOOL:</u> Every month, students must have their Transit Pass scanned at school	CCSD Accounting Dept.'s monthly <u>cut-off date</u> for that month's <u>transit passes to be scanned at the school</u>	CCSD's <u>Date of Direct Deposit of the rebate</u> to the bank account provided
September 2020	DEADLINES: Each school is responsible to communicate to students (and parents/guardians) the dates that students are able to SCAN their monthly Transit Pass at their school site.	November 9, 2020	November 30, 2020
October 2020		November 9, 2020	November 30, 2020
November 2020		December 7, 2020	December 31, 2020
December 2020		January 8, 2021	January 29, 2021
January 2021		February 8, 2021	February 26, 2021
February 2021		March 8, 2021	March 31, 2021
March 2021		April 15, 2021	April 30, 2021
April 2021		May 10, 2021	May 31, 2021
May 2021		June 8, 2021	June 30, 2021
June 2021		June 28, 2021 (deadline to scan all 20-21 passes)	July 30, 2021

The information we collect on this form is personal information. We collect it under section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act because it relates directly to and is necessary for our operating programs and activities under the Alberta Education Act. If you have questions about this form or our collection, use, or disclosure of personal information, then please visit www.cssd.ab.ca/Parents/FOIP or contact the Calgary Catholic School District FOIP Coordinator at 1000 5 Ave SW, Calgary, Alberta, T2P 4T9, 403-500-2000, or FOIP@cssd.ab.ca