



SCHOOL YEAR 2017/18

This form is to be completed by all independent schools* who received grant funding for the 2017/18 school year, and submitted to the Ministry along with an Auditors' Report.

Management of the Authority is responsible for the completion of this form (not the auditor) which represents their assertion regarding compliance. This form should be prepared and signed off by the Authority and submitted to the Ministry along with an Auditor's Report.

SCHOOL CODE:	SCHOOL NAME:	CITY:
AUTHORITY NO.:	AUTHORITY (SOCIETY) NAME:	

SECTION 1 – ELIGIBLE STUDENTS ONLY

Enrolled in Kindergarten to Grade 12 between July 1, 2017 – May 15, 2018

Exclude: out-of-province students, international students, "Status Indians" living on-reserve, registered home school students, Distributed Learning students, non-graduated adults, cross enrolled students, and students in a Group 3, or 4 portion of a school.

PART A: STUDENTS ATTENDING AT LEAST 600 HOURS

1. The number of students enrolled in Grades 1-12 (headcount = FTE)	A1
2. The number of Kindergarten students:	
(a) Enrolled in a Full-Day Program (headcount = FTE)	
(b) Enrolled in a Half-Day Program - attending at least 320 hours (headcount divided by 2 = FTE)	+
Total Kindergarten (a) + (b)	= A2

PART B: STUDENTS ATTENDING LESS THAN 600 HOURS

1. The number of students enrolled in Grades 1-12 (total hours in attendance divided by 600 = FTE)	B1
2. The number of Kindergarten students:	
(a) Enrolled in a Full-Day Program (total hours in attendance divided by 600 = FTE)	
(b) Enrolled in a Half-Day Program - attending less than 320 hours (total hours in attendance divided by 320, then divided by 2 = FTE)	+
Total Kindergarten (a) + (b)	= B2

TOTAL ELIGIBLE STUDENT FTEs (A1) + (A2) + (B1) + (B2):	
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Please proceed and complete next page – Section II ALL STUDENTS



ELIGIBLE STUDENT (ES)

SECTION II – ALL STUDENTS

Enrolled in Kindergarten to Grade 12 between July 1, 2017 – May 15, 2018

Include eligible and non-eligible K-12 students.

Exclude registered home school students, Distributed Learning students and all students not enrolled in a K-12 program

PART A: STUDENTS ATTENDING AT LEAST 600 HOURS

1. The number of students enrolled in Grades 1-12 (headcount = FTE)	A1
2. The number of Kindergarten students:	
(a) Enrolled in a Full-Day Program (headcount = FTE)	
(b) Enrolled in a Half-Day Program - attending at least 320 hours (headcount divided by 2 = FTE)	+
Total Kindergarten (a) + (b)	= A2

PART B: STUDENTS ATTENDING LESS THAN 600 HOURS

1. The number of students enrolled in Grades 1-12 (total hours in attendance divided by 600 = FTE)	B1
2. The number of Kindergarten students:	
(a) Enrolled in a Full-Day Program (total hours in attendance divided by 600 = FTE)	
(b) Enrolled in a Half-Day Program - attending less than 320 hours (total hours in attendance divided by 320, then divided by 2 = FTE)	+
Total Kindergarten (a) + (b)	= B2

SECTION II – TOTAL ALL STUDENT FTEs (A1) + (A2) + (B1) + (B2):

PART C: ADULT (NON-GRADUATED) STUDENTS

The number of Non-Graduated Adult Students enrolled in Grades 1-12 (as reported on Form 1701) (Course count multiplied by .125 = FTE) **C**

PART D: CROSS-ENROLLED STUDENTS (GRADES 8-9 ONLY)

The number of cross-enrolled courses. This reporting school cannot be the student's school of record.

Grade 8		+ Grade 9		= D
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- Our Auditor is qualified under the Act and has appropriate licensing from the Chartered Professional Accountants of BC (CPABC).
- Attached Auditors' Report (HB 5815) as provided to the Authority by the external auditor.

Signature of Authorized Individual

Name of Authorized Individual

Date

Position / Title

Completion of the Eligible Student form is required under Section 2(1) of the Independent School Regulation and must be received by the Ministry no later than June 15, 2018.

Email the completed form and auditors' report to: FAA.IS@gov.bc.ca
Funding & Allocation, Ministry of Education - Phone: 250-356-2514

Subject line of email should contain the school name and school code - Example: Name of Independent School 065-12345