



April 29, 2016

To: School Authorities and Principals of Group 1 and 2 Independent Schools

Re: 2015/16 ELIGIBLE STUDENT (ES) AUDIT

The following information is now available on the Independent Schools' website at:

<http://www2.gov.bc.ca/gov/content/education-training/administration/kindergarten-to-grade-12/independent-schools/funding>

- ES Audit Form (to be completed by auditor)
- ES Audit Form Completion Information
- ES Audit Frequently Asked Questions
- Appendix I - Eligible Student Information (Provincial grant eligibility)
- Appendix II – Status of Parent/Guardian (Admission to Canada & Residency) - Form A
- Appendix III – Status of Deceased Parent (Admission to Canada & Residency) - Form B

The completion of the ES-Audit is required under section 2 (1)(d) of the Independent School Regulation and must be received in this office no later than **June 15, 2016**.

The May 15, 2016 count of eligible FTE students will be used to calculate the final 2015/16 school year grant payment payable on June 30, 2016. This particular FTE count will also be used in the interim, for the first grant payment of the 2016/17 school year, payable on October 30, 2016, as the September FTE count will not have been finalized before this payment date.

PLEASE NOTE:

It is important for school authorities and school principals to confirm, with the school's auditor, the accuracy of the total FTE eligible students that qualify for funding, before submitting the ES Audit.

The Ministry strongly advises schools to retain student attendance and participation documentation to assist in the enrolment audit process.

Amended ES Audit forms for the 2015/16 school year will not be accepted after July 30, 2016.

Yours truly,

Brian Jonker
Executive Director

Ministry of Education

Independent Schools

Education Sector
Organizational Excellence
Branch

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