



**SCHOOL YEAR 2017/18**

This form is to be completed by all Group 1 schools, and schools wishing to qualify for Group 1 classification for the 2018/19 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 Auditors' Report.**

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

A.	Total operating costs of the school for the <b>2017/18</b> school year	\$
B.	Total operating costs expended for special education students for the <b>2017/18</b> school year, who met the criteria in 2.B (a) or (b) of the Per FTE Student Cost Order. Schools that received Special Education funding in 2017/18 <b>must report costs associated with Special Education programs offered</b>	-
C.	Total operating costs for the <b>2017/18</b> school year for per-student operating cost calculation purposes, calculated in accordance with the Per FTE Student Cost Order	= \$
D.	Number of Full-Time Equivalent (FTE) students enrolled in the 2017/18 school year as reported in Section II of the <b>2017/18</b> Eligible Student Audit Form	
E.	Number of registered home schoolers (1/16 FTE) may be included for each home schooled student reported on the January Eligible Student Funding Statement (Report 4584) for the <b>2017/18</b> school year [number of HS divided by 16]	+
F.	Total Number of FTEs ["D" + "E"]	=
G.	Total Per FTE student Cost is ["C" divided by "F"]	\$

- Our Auditor is qualified under the *Societies Act*, and has appropriate licensing from the Chartered Professional Accountants of BC (CPABC)
- Attached Auditors' Report (CAS 805) as provided to the Authority by the external auditor

_____ Signature of Authorized Individual	_____ Date
_____ Name of Authorized Individual	_____ Position / Title

**Completion of the Statement of Per Student Operating Costs is required under Section 2(2) of the Independent School Regulation and must be received by the Ministry no later than October 15, 2018.**

**Email the completed form and auditors' report to: [FAA.IS@gov.bc.ca](mailto:FAA.IS@gov.bc.ca)**

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

Contact Wanda Stephenson with Funding & Allocation, Ministry of Education - Phone: 250-356-2514