

Administrative Procedure 265

PROVINCIAL, NATIONAL OR INTERNATIONAL COMPETITIONS

Background

The Board of Trustees recognizes that students, who earn the right to represent the Division at provincial, national or international competitions beyond the local level, may incur expenses related to registration fees, travel, and accommodation. The Board will recognize these students' achievements by providing them with financial support to offset these expenses.

Procedures

1. If an individual, team or troupe earns the right, through competition, to represent their school or the Division at a provincial, national, or an international level of competition, the Principal of the school will apply to the Associate Superintendent, Business and Finance for funding and provide the following information:
 - 1.1 Name of the team or individual
 - 1.2 The type of competition
 - 1.3 Location of the competition
 - 1.4 Receipts for the payment of registration fees, travel costs and accommodation. Meals are not expenses eligible for Board support.
2. The Board has authorized the Associate Superintendent, Business and Finance to reimburse the school the following amounts to cover expenses of an individual, team or troupe.
 - 2.1 Up to \$1500 for provincial competition
 - 2.2 Up to \$3000 for national competition
 - 2.3 Up to \$4500 for international competition
3. The Board's financial support is intended to assist with student/coach(s) expenses and may not be used to cover the expenses of chaperones.
4. A school may submit only one application for reimbursement per individual/team/troupe per level of competition per year.
5. The Associate Superintendent, Business and Finance will inform the Board of individuals, teams or troupes who are awarded the funds.
6. Individuals, teams or troupes who attend a competition provincially, nationally or internationally through invitation rather than competition are not eligible for this assistance.

Form: 265-1 Provincial, National or International Competition Expense Claim