

# 2019-2020 K-GRADE 12 BURSARY APPLICATION FORM



Finance Department  
A100-123 Doncaster Street  
Winnipeg, Manitoba R3N 2B4  
204.477.7482  
[finances@grayacademy.ca](mailto:finances@grayacademy.ca)

## To Apply for Bursary Assisted Parental Contribution:

Submit this application with corresponding document(s) by email to [finances@grayacademy.ca](mailto:finances@grayacademy.ca) or send to the school office in an envelope addressed to the Finance Department (marked CONFIDENTIAL). **Only complete applications will be processed.**

**This form must be signed by both parents/guardians (if applicable).  
Separated/divorced parents/guardians can submit one combined form or one form per person.**

### BURSARY ASSISTED PARENTAL CONTRIBUTION

**Full Parental Contribution: 1st Child \$10,800, 2nd Child \$10,800, 3rd and Additional Child(ren) \$7,000**

The Winnipeg Board of Jewish Education is committed to supporting access to Jewish Education for children in the Jewish community. Families who do not have the financial resources to pay the full Parental Contribution and earn an annual household income of less than \$165,000 will be considered for the needs-based bursary assisted parental contribution (see below). The intent of this application is to allow for an effective and fair process that ensures confidentiality and privacy.

Annual Family Income	1st Child	2nd Child	3rd and Additional Children
\$152,000 - \$164,999	\$10,600	\$9,700	\$5,450
\$142,000 - \$151,999	\$10,400	\$8,600	\$4,350
\$132,000 - \$141,999	\$10,300	\$7,500	\$3,275
\$122,000 - \$131,999	\$10,025	\$6,300	\$2,250
\$112,000 - \$121,999	\$9,950	\$5,400	\$1,600
\$102,000 - \$111,999	\$9,600	\$4,300	\$1,550
\$92,000 - \$101,999	\$8,900	\$3,700	\$1,500
\$82,000 - \$91,000	\$7,775	\$3,200	\$1,450
\$71,000 - \$81,999	\$6,750	\$2,750	\$1,425
\$61,000 - \$70,999	\$5,850	\$2,500	\$1,400
\$56,000 - \$60,999	\$5,300	\$2,200	\$1,375
\$51,000 - \$55,999	\$4,650	\$1,900	\$1,350
\$46,000 - \$50,999	\$4,125	\$1,700	\$1,325
\$41,000 - \$45,999	\$3,575	\$1,300	\$1,300
\$36,000 - \$40,999	\$3,250	\$1,250	\$1,250
Under \$35,999	\$3,000	\$1,200	\$1,200

**Tax Deductibility:** In accordance with the policies outlined in Canada Revenue Agency Information Circular 75-23, parental contributions for students in Kindergarten to Grade 12 may qualify as a charitable donation on your income tax return. Please consult a tax professional.

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PARENT/GUARDIAN INFORMATION		
Full Name		
Street Address	City	Postal Code
Employment Status <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Self Employed <input type="checkbox"/> Unemployed If self employed: do you own a corporation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Occupation	Employer	

PARENT/GUARDIAN INFORMATION		
Full Name		
Street Address (if different than above)	City	Postal Code
Employment Status <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Self Employed <input type="checkbox"/> Unemployed If self employed: do you own a corporation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Occupation	Employer	

BURSARY ASSISTED PARENTAL CONTRIBUTION		
<i>Use the chart on the first page of this application based on Total Net Income calculated in Table A or C (whichever is applicable).</i>		
	<b>Full Name</b>	<b>Parental Contribution</b>
<b>First Child</b>		\$ _____
<b>Second Child</b>		\$ _____
<b>Third Child</b>		\$ _____
<b>Fouth Child</b>		\$ _____
<b>Fifth Child</b>		\$ _____
<b>Total =</b>		\$ _____

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## FINANCIAL INFORMATION

Please complete below. Place a value of \$0 to those lines that do not apply. **Please check only one of the following:**

- We/I have completed our 2018 income tax return (attach Notice of Assessment if received) - **Complete Table A only**
- We/I have not completed our 2018 income tax return - **Complete Table A & B**
- We/I have lived in Canada for less than 12 months in 2018 (see pg. 4 for supporting documents needed) - **Complete Table C only**

### TABLE A

	Parent/Guardian	Parent/Guardian	Total
1 Line 150 of 2018 tax return (skip to number 3)	\$ _____	+ \$ _____ =	\$ _____
2 If you have not completed your income tax return, please calculate your income using Table B below and list here	\$ _____	+ \$ _____ =	\$ _____
3 Alimony/maintenance payments received in 2018	\$ _____	+ \$ _____ =	\$ _____
4 Other 2018 <u>non-taxable</u> amounts received or expected to receive during the year (such as gifts, insurance benefits, inheritance etc.)	\$ _____	+ \$ _____ =	\$ _____
<b>Add lines 1-4 above. Total household income =</b>			<b>\$ _____</b>
5 Less deductions for 2018 child care expenses	-\$ _____	-\$ _____ =	-\$ _____
6 Less 2018 alimony or maintenance paid	-\$ _____	-\$ _____ =	-\$ _____
		Use this total to refer to the chart on page 1 for Bursary Assisted Parental Contribution	<b>Total Net Income: (subtract lines 5 &amp; 6 from total household income)</b>
			<b>= \$ _____</b>

Only complete the table below **if you have not completed your 2018 income tax return**. Once this table is completed, place the total value in Table A (line 2) above.

### TABLE B

	Parent/Guardian	Parent/Guardian	Total
1 Employment Income from all 2018 T4 statements (box 14), T4A, T4E & T4RSP statements	\$ _____	+ \$ _____ =	\$ _____
2 Trust income from all 2018 T3 statements	\$ _____	+ \$ _____ =	\$ _____
3 Investment income from all 2018 T5 statements	\$ _____	+ \$ _____ =	\$ _____
4 Other income included but not limited to rental income, partnership income, capital gains, workers compensation benefits, scholarships, severance pay, etc.	\$ _____	+ \$ _____ =	\$ _____
5 Net income from self-employment	\$ _____	+ \$ _____ =	\$ _____
6 Universal Child Care Benefit from 2018 RC62 statements	\$ _____	+ \$ _____ =	\$ _____
<b>Total to place on line 2 of Table A above</b>	<b>\$ _____</b>	<b>\$ _____</b>	<b>Total = \$ _____</b>

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Only complete the table below if you lived in Canada for less than 12 months in 2018.

EXAMPLE OF TABLE C			
	Parent/Guardian	Parent/Guardian	
1 Total income earned in Canada in 2018	\$12,000	\$9,000	
2 Number of months working in Canada in 2018	3 Months	3 Months	
3 Calculate average monthly salary: total income (line 1) divided by number of months (line 2)	\$4,000 Monthly	\$3,000 Monthly	
4 Calculate annualized income: take monthly salary (line 3) and multiply by 12 months	\$48000	\$36000	=
5 Less deduction for 2018 child care expenses	-\$1720	\$0	=
6 Less 2018 alimony or maintenance paid	\$0	\$0	=
<b>EXAMPLE</b>	Use this total to refer to the chart on page 1 for Bursary Assisted Parental Contribution		<b>Total Household Income</b> \$84,000 - \$1720 \$0 <hr/> <b>Total Net Income:</b> <i>(subtract lines 5 &amp; 6 from total household income)</i> = \$82,280

TABLE C			
	Parent/Guardian	Parent/Guardian	
1 Total income earned in Canada in 2018	\$ _____	\$ _____	
2 Number of months working in Canada in 2018	_____ Months	_____ Months	
3 Calculate average monthly salary: total income (line 1) divided by number of months (line 2)	\$ _____ Monthly	\$ _____ Monthly	
4 Calculate annualized income: take monthly salary (line 3) and multiply by 12 months	X12 Months \$ _____	X12 Months \$ _____	=
5 Less deduction for 2018 child care expenses	- \$ _____	- \$ _____	=
6 Less 2018 alimony or maintenance paid	- \$ _____	- \$ _____	=
	Use this total to refer to the chart on page 1 for Bursary Assisted Parental Contribution		<b>Total Household Income</b> \$ _____ - \$ _____ - \$ _____ <hr/> <b>Total Net Income:</b> <i>(subtract lines 5 &amp; 6 from total household income)</i> = \$ _____

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## SUPPORTING DOCUMENTS NEEDED

### 2018 CRA Notice of Assessment

Once your application has been assessed, you will receive notification along with a corresponding invoice. A copy of your **2018 CRA Notice of Assessment** (NOA) is required to support the information cited above and to finalize the bursary amount available to each family. Adjustments will be made if there is a discrepancy between the income reported and the NOA.

**Please check one:**

- 2018 Notice of Assessment is attached
- 2018 Notice of Assessment will be provided when received

**If you lived in Canada for less than 12 months in 2018:**

Attach a copy of each parent/guardian's last three 2017 pay stubs (from each employer) with this application.

- Last three 2018 pay stubs attached

**Additional information may be required to finalize the decision of bursary assistance**

## OTHER SOURCES OF INCOME

- 1 Does either parent/guardian directly or indirectly own shares in a private corporation or professional corporation (e.g. law corporation, medical corporation) over which either parent/guardian controls, in any manner, the distribution of the corporation's income to its shareholders or the amount of compensation the corporation pays to either parent/guardian?  
 Yes  No
- 2 If the answer to question 1 above is Yes, did the corporation earn income in 2018 which was not fully paid/distributed to one of the parents/guardians and disclosed in the applicable chart above?  
 Yes  No If yes, how much: \$ \_\_\_\_\_
- 3 Did either parent/guardian, or any of your child(ren), receive distributions from a Trust in 2018 which is not disclosed in the applicable chart above?  
 Yes  No If yes, how much: \$ \_\_\_\_\_, received by: \_\_\_\_\_
- 4 In 2018 did either parent/guardian receive any stipends, allowances or financial assistance of any kind, whether reportable or not for tax purposes, which are not fully disclosed in the applicable chart above?  
 Yes  No If yes, how much: \$ \_\_\_\_\_

**We/I hereby certify that** the above information is true, correct and complete in every respect and fully discloses our/my income from all sources. We/I understand that we/I must provide supporting documentation and that misrepresentation or non-disclosure may void any agreed bursary assistance. Should circumstances change during the 2019-20 school year, and we/I no longer need bursary assistance, we/I acknowledge that we/I must immediately report this to the Finance Department. We/I understand that the Parental Contribution will be adjusted accordingly from that point forward (making bursary assistance available to help other families in need).

*Signature of parent/guardian:	Date:
*Signature of parent/guardian:	Date:

\*Both parents/guardians need to sign this form, either on the same form or in counterparts.

## 2019-2020 K-GRADE 12 BURSARY APPLICATION FORM

### SPECIAL CIRCUMSTANCES

The Winnipeg Board of Jewish Education is aware that special circumstances may occasionally arise that affect your family's financial status. This may include, but is not limited to:

- Loss of job
- Change in family living status
- Bankruptcy
- Illness, injury or death

Should you need to request additional bursary assistance to the amount calculated above, there is an Assessment Committee that operates at arm's length from the WBJE.

**To obtain the Additional Bursary Assistance Application Form:**

Email [finances@grayacademy.ca](mailto:finances@grayacademy.ca) to request a form or download form from the admissions page at [grayacademy.ca](http://grayacademy.ca).

The Additional Bursary Assistance Application Form must be completed and submitted together with this form for consideration by March 28, 2018. Only complete applications will be processed. The request for additional assistance due to special circumstances does not guarantee that additional bursary support will be given.