



Policy Manual – Finance

F.M. 07 Course and Materials Fees

The mission of Catholic Education in Hamilton-Wentworth, in union with our Bishop, is to enable all learners to realize the fullness of humanity of which Our Lord Jesus Christ is the model.

Policy Statement

The Hamilton Wentworth Catholic District School Board recognizes that, subject to the constitutional rights of Catholic School Boards, every student has the right to attend a school, where they are a qualified resident pupil or a pupil otherwise qualified to attend, without payment of a fee. In general, no fees are to be charged for day school programs unless the school offers enhanced or optional programming. Any fees collected must reflect the actual cost of the materials provided.

Purpose

The Ministry of Education Memorandum 2010:B11 sets out guidelines for fees for learning materials. Schools and school boards may wish to offer programming and materials beyond what is necessary to meet the learning expectations of a particular grade or course. Fees should reflect the actual cost of the services or materials being provided to the student. A transparent accounting of the amounts collected and expenditures must be made available to the school community.

Responsibility:

School Principals, Teachers, Superintendent of Education

Regulations:

- Ministry of Education Memorandum 2010: B11
- Ministry of Education's *Fees for Learning Materials and Activities Guideline, March 2011* <http://www.edu.gov.on.ca/eng/parents/feesguideline.pdf>

Related Policies:

FM07 Course and Materials Fees Procedures

Related Board Committee: Committee of the Whole

Policy Review Date:

BM Original Policy Approved: June 21, 2011

Revisions: 01 March 2016, 01 February 2022

To be reviewed every **five** years