

Early Purchase Agreement

***** For Returning Families Only, Not for New-to-THEE Families*****

Dear Home Educator,

Parents may have “early access” to the first 40% of their child’s home education funds for the upcoming school year as early as September 1st once the parent(s) have submitted to thee’s office their child’s *Notification Form* and *Program Plan* document (e.g. online registration or paper/emailed forms) for the given school year.

Parents are able to have this early access to their child’s home education funding through direct billing (i.e. using Purchase Order numbers) only; reimbursements based on receipts will begin in October of the school year.

Purchase Orders (PO) may NOT be used to pay for food, beverages, transportation, lodging, clothing, gift cards, pre-paid credit cards, iTunes products, or iPods.

If you want to have “early access” to your home education funding prior to September 29th of the given school year, we require that you sign and return this form to our office.

Sincerely,
thee Administration

I hereby confirm that any invoices which THEE or EICS will have paid on my behalf prior to September 29th of the present school year (and all future school years) through the use of Purchase Order (PO) Numbers will become my responsibility to repay to THEE and/or Elk Island Catholic Schools if for any reason I choose to withdraw my child’s Notification Form from the home education program prior to September 29th.

Parent Signature

Date

Parent Full Name (Please Print)

Student Names(s)

Student Names(s)

1. Scan and email to finance@thee.ca
2. Fax to 1-780-467-5514
3. Snail mail