

FORM # 13EXAMS –EDUCATION ALLOWANCE – SCHOOLING AT THE POST -COMPULSORY FEES ASSOCIATED WITH ADVANCED PLACEMENT EXAMS, INTERNATIONAL BACCALAUREATE EXAMS, AND SCHOLASTIC APTITUDE TESTS.

SN:	RANK:	NAME:
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	National Defence	Défense nationale	GENERAL ALLOWANCE CLAIM	VOUCHER NO –
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NOTE: THE USE OF THIS FORM IS RESTRICTED TO ONE KIND OF ALLOWANCE PER SHEET AND IS NOT TO BE USED FOR ALLOWANCES FOR WHICH FORMS HAVE ALREADY BEEN PROVIDED

FORM # 13EXAMS –EDUCATION ALLOWANCE – SCHOOLING AT THE POST -COMPULSORY FEES ASSOCIATED WITH ADVANCED PLACEMENT EXAMS, INTERNATIONAL BACCALAUREATE EXAMS, AND SCHOLASTIC APTITUDE TESTS.
EFFECTIVE 01 AUGUST 2010

RESEARCH WEB SITE: www.collegeboard.com for AP and SAT
www.ibo.org for International Baccalaureate

UIC/UNIT: SY 1 SEPTEMBER: TO 31 AUGUST:
EMAIL: COS DATE: TED DATE:
STUDENT NAME: DATE OF BIRTH (dd/mm/yyyy):
REFERENCES: [FSD 34.01](#), [How To Book – Part 3](#)

Name/address/telephone number of School attending:	SCHOOL GRADE
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Benefit
1. Education Allowance for compulsory fees associated with Advanced Placement (AP) exams, International Baccalaureate (IB) exams, and Scholastic Aptitude Tests (SAT).

Entitlement
2. Students attending school at the Post may claim examination fees associated with:
(a) International Baccalaureate (IB);
(b) Advanced Placement (AP);
(c) Scholastic Aptitude Tests (SAT).

Certification by the member
3. I request an Education Allowance for:
 IB for grade levels;
 AP in the following subjects:
 SAT exams at grade level:
I accept this Education Allowance in the amount of _____ for exam fees associated with Advanced Placement (AP) exams, International Baccalaureate (IB) exams, and Scholastic Aptitude Tests (SAT) on condition that I may be required to present proof that this exam has taken place in the event of an audit. Such documentation should be kept for a period of 7 years to satisfy audit requirements.
Instructions to complete schooling at the Post Form read and Allowance parameters understood.

Member’s signature: _____ Date: _____

Outside Canada Approving Authority Office use only.
 Verified by Education Clerk that allowance as requested is within entitlement
 Applicable article in the Outside Canada Education of Children “How To” Book – Administrative Manual
 Enclosed fee schedule from school.

Outside Canada Support Unit Approving Authority Approval and Certified pursuant to Section 34 of the FAA Block Education Allowance for: IB or AP or SAT exams in the amount of _____ is approved.
 Only admissible expenses listed at FSD 34 are being approved.

Approving Authority Officer Signature: _____ **Date:** _____
Approving Authority is to provide the member with an authorized copy of this allowance.

Financial Coding: GL: 1211, Cost Centre: 2202ZF, Fund: C103, IO: GRC0000B0953
 Civilian Personnel Financial Coding: Contact DGCB/DEM
 MSGU Financial Coding: CC: 2300AQ Fund: C117 GL 1211 IO:

(For FMAS Purposes, the text description line must show: Unit UIC, last three digits of SN and member's last name)
Received amount of _____ Currency _____ Exchange Rate used _____ CHEQUE NO. _____
Claimant’s Signature _____ Date _____ Cashier’s Initials _____