

Policy 311

APPENDIX C – PURCHASING A LAPTOP FOR STUDENTS IN GRADES 9-12



DEPARTMENT OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT

Personalized learning in New Brunswick high schools enables students to freely use the devices they are already familiar with and are comfortable using. Adopting technology is an integral part of today's work and is considered essential to the success for all students.

Parents of high school students are responsible for ensuring that their child has a computer or tablet for their use in school. Also, students whose families already have one of these devices at home can bring it to use at school, and it is recommended that these devices meet the [recommended device specifications](#) to maximize the students' experience with educational platforms.

The Department of Education and Early Childhood Development (Department) has created a subsidy program to help purchase laptops. Parents may apply for a subsidy based on their annual family income. Independent students can submit their own applications through the subsidy program. For parents who are not eligible to receive a subsidy, a laptop can still be purchased through the identified vendor, as those laptops are available at lower prices than normal retail rates.

Directives

Subsidy Criteria

Only one subsidy is allowed per student, which is based on the annual household income. For more information on the criteria and allowable subsidy amounts, please refer to the site: [Laptop Subsidy Program \(gnb.ca\)](#). The maximum allowable subsidy was determined by evaluating the average cost of a device meeting the recommended device specifications.

How to Apply for a Subsidy

Parents can visit the [Parent Portal](#), which explains the application process. If they are eligible for a subsidy, they will either receive a code to use to purchase the device through the online vendor who will ship it, or they can receive a refund or partial refund for a device that was purchased through other vendors.

How to Purchase a New Device

There are two methods that can be used to acquire a new device:

- Option 1: An online vendor has been identified. [IMP Solutions Group](#) is the vendor. This vendor will accept the subsidy code that some parents will receive. For those that are eligible for the full subsidy, the cost of the device will be completely covered, and will then be shipped to the school. For those that receive a subsidy for less than the maximum amount, they will have to pay the difference.
- Note: Any parent, eligible or not to receive a subsidy, can still purchase a laptop from this website using the code they received in their original email. A special price was negotiated with the vendor and is lower than the regular retail price.
- Option 2: Parents can go to any vendor and purchase any device they wish that meets the [recommended device specifications](#). Parents who qualify for a subsidy will then be able to submit the receipt to receive a refund or partial refund based on the amount of eligible subsidy.

Recent Device Purchases

Parents who have recently purchased a device (or devices) for their child to use as they start high school may apply for a benefit based on the [eligibility criteria](#). The receipt of purchase or invoice must be dated no later than six months before the start of classes and will need to be attached as part of their application. To be eligible for a subsidy for purchases made, these devices must meet the recommended device specifications referred to on this link - [Device Specifications](#). Reimbursement for valid purchases may be processed by cheque or e-transfer.

Please note: smart phones are not eligible under the program.