

Dear Parent or Guardian:

The Department of Education and Early Childhood Development recently announced a new **Bring Your Own Device** program for students in Grades 9 to 12 beginning in September 2020. A laptop or tablet will now be a required tool to support learning in these grades. This program will help avoid interruptions in learning that may result from COVID-19 and allows more personalized learning opportunities to help better prepare students for post-secondary education and the workplace.

We understand that purchasing a new device may be a financial pressure for families. In response, the department has launched a financial assistance program for low to middle income families. Commencing July 31, you will be able to [apply online](#) for a subsidy under the new *Laptop Subsidy Program*. Eligibility criteria and processes for application are described below.

[ASL Video # 1: Parent Address](#)

## Eligibility Criteria and Subsidy

The following is the eligibility criteria and potential assistance to support the purchase of new devices.

Household income*	Number of children enrolled in Grades 9 to 12			
	1	2	3	4
below \$40,000	\$600	\$1,200	\$1,800	\$2,400
between \$40,000 and \$55,000	\$400	\$1,000	\$1,600	\$2,200
between \$55,000 and \$70,000	\$200	\$600	\$1,200	\$1,800
between \$70,000 and \$85,000	0	\$200	\$600	\$1,200

\*Household income is equivalent to line 150 of your 2019 CRA Notice of Assessment. Alternatively, you may provide pay stubs for the past 4 consecutive periods (e.g. weekly, bi-weekly, semimonthly, monthly, etc.) to demonstrate proof of income and for determining eligibility.

[ASL Video # 2: Eligibility Criteria](#)

ELIGIBILITY	TIME OF PURCHASE	SUBSIDY	DEVICE
Eligible for subsidy based on household income	Purchased a device before March 16, 2020	No subsidy will be provided	<ul style="list-style-type: none"> <li>Any laptop or tablet that meets the recommended minimum specification. <a href="#">(refer to device specifications)</a></li> <li>Smart phones are not recommended.</li> </ul>
	Purchased a device between March 16, 2020, and July 22, 2020	<ul style="list-style-type: none"> <li>Submit household income through the Parent Portal, and</li> <li>Submit a copy of the detailed receipt of purchase through the Parent Portal to obtain a refund.</li> </ul> <p><b>Note:</b> Application for a refund will be assessed in September 2020.</p>	<ul style="list-style-type: none"> <li>Any new laptop or tablet will be eligible for subsidy.</li> <li>Smart phones are not recommended and are not eligible for subsidy.</li> </ul>
	Purchased a device after July 22, 2020	<p><b>OPTION 1</b></p> <ul style="list-style-type: none"> <li>Submit household income through the Parent Portal, and</li> <li>Submit a copy of the detailed receipt of purchase through the Parent Portal to obtain a refund.</li> </ul> <p><b>Note:</b> Application for a refund will be assessed in September 2020.</p>	Device must meet minimum recommended specifications required for subsidy. <a href="#">(refer to device specifications)</a>
		<p><b>OPTION 2</b></p> <p>Submit household income through the Parent Portal to receive a subsidy code.</p> <p><b>Note:</b> Allow a few days for processing.</p> <p>Order laptop through IMP Solutions (online) with the subsidy code. The code will reduce your cost of purchase by the approved subsidy amount.</p>	Device provided by IMP meets minimum recommended specifications required for subsidy. <a href="#">(refer to device specifications)</a>
Not eligible for subsidy based on household income	Purchased a device before March 16, 2020	No subsidy will be provided	<p>Any laptop or tablet that meets the recommended minimum specification. <a href="#">(refer to device specifications)</a></p> <p>Smart phones are not recommended.</p>
	Purchased a device after July 22, 2020	No subsidy will be provided. You have the option to purchase a laptop through IMP Solutions (online). Contact info provided below. The cost to purchase will be under \$600 (tax included).	Device provided by IMP meets minimum recommended specifications required. <a href="#">(refer to device specifications)</a>

[ASL Video # 3: Subsidy Eligibility](#)

Minimum recommended specifications for devices can be found [here](#).

[ASL Video # 4: Device Specifications](#)

Parents are asked to ensure the device meets the minimum recommended specifications as described. This is to ensure students best experience with the online learning platforms that will be used to support education, in and out of the classroom. These platforms, which are provided by the department, include Microsoft Teams and Brightspace/Clic. The specifications are higher for new devices as these are intended to ensure the device will last through high school. Students will continue to benefit from free access to Office 365 on their device.

[ASL Video # 5: Parental Assurance of Specifications](#)

## How to Apply for Assistance if Eligible

1. Before applying, you will require the following information:
  - a. Electronic copies of your 2019 Notice of Assessments and/or your last 4 consecutive pay stubs must be attached to your application. Documents could be scanned, copied, or a photo of the document may be attached;
  - b. The New Brunswick Education Number NBEN of each child in Grades 9–12; and
  - c. Detailed invoices for purchases made after March 16, 2020.
2. To apply, please go to the [Parent Portal](#).
  - a. **NOTE:** The application is a one-time use only form, so please ensure you are applying for assistance of all children in Grades 9–12 at the same time.
  - b. You will need to create a Parent Portal Account (if you have not done so already).
3. Once you have submitted the application, **your information will be validated**. Once validated, eligible applicants will receive a code via email enabling them to obtain a credit not exceeding the cost of the new device(s). The email will provide details to assist in completing the purchase of a laptop through IMP Solutions.

## What if I am ineligible and need a device?

If you are ineligible to receive a subsidy based on the above household income table but would like to take advantage of a discounted price, you may still purchase your computer through IMP Solutions. You may access their site at <https://eecdsc-edpeae.impsolutions.com>. You will need to provide your unique code in order to obtain the discounted price. Please note that this site will be operational on August 17, 2020.

For enquiries about the program, you may contact us at 1 (833) 901-1963 or by email at [EECDRTS-EDPERAE@gnb.ca](mailto:EECDRTS-EDPERAE@gnb.ca)

[ASL Video # 6: How to Apply](#)