



# U-Pass BC Program Exemption Request Form

Winter Semester 2024

## Personal Information (To be completed by student)

Last Name:	_____	First Name:	_____
Address:	_____	City:	_____
Postal Code:	_____	Telephone #:	_____
Email:	_____	Student #:	_____

U-Pass BC is a mandatory program. Students meeting one of the following provisions *may* be granted an exemption. Please check **one** provision and attach the required documentation. This exemption form is valid for the Winter 2024 Semester only.

## Acceptable Exemptions (Please check the applicable.)

- I hold a valid nontransferable U-Pass BC on Compass Card from another post-secondary institution within Metro Vancouver. Please attach a photocopy of the **back** of your Compass Card *and* the **front** of your student ID card from the other post-secondary institution. U-Pass BC on Compass Cards will be verified with Translink.
- I hold another valid nontransferable Translink pass (i.e. government, employee pass). Please attach a photocopy (**front and back**) of your Compass Card. These will be verified with Translink.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** If you have a documented physical or psychological condition that prevents you from using public transit, please complete the U-Pass BC Medical Exemption Form.

## Important Information

- **The deadline to submit is Wednesday, January 17, 2024.** Exemption forms submitted after the deadline will not be processed. **Do not request your U-Pass on Compass Card if you plan on submitting an exemption form.**
- Incomplete applications will not be processed. This form must be completed and documentation attached as necessary. **All documents must be easily legible or they will not be processed.**
- Students will only be contacted if further clarification is required. Please check your fee assessment for status.
- If you are entitled to a refund, a cheque will be issued by mail. Please ensure that your address is updated on MyAccount. **Once your U-Pass BC has been requested on Compass Card, refunds will not be issued for the current month or previous months.**
- For more information regarding U-Pass, please visit [www.douglascollege.ca/upass](http://www.douglascollege.ca/upass)

**Scan and Email with the required documents: [upassbc@douglascollege.ca](mailto:upassbc@douglascollege.ca)**

The information on this form is collected solely for the purpose of delivering the services of the U-Pass Program and to grant program exemption as requested. All documentation is kept in confidence in accordance with the Freedom of Information and Protection of Privacy Act.