U-Pass BC Program Exemption Request Form

Winter Semester 2021

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 2021 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 Tuesday, January 19, 2021.** 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

Mail:	Douglas, College, Finance Department U-Pass BC Program, PO Box 2503 New Westminster, BC V3L 5B2	**Scan and Emailed:**	upassbc@douglascollege.ca
		Drop-off:	New Westminster: Registrar's Office Drop Box Coquitlam: Registrar's Office Drop Box

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.