**Policy for Student Fundraising Accounts**

The Carson Graham Music Department maintains an account for the collection and disbursement of funds raised by individual music students. This “Student Fundraising Account” is separate from the funds raised for the general use of the music department.

The Student Fundraising Account will hold funds raised by an individual student. For privacy reasons, the balances in the Student Accounts will be identified by student number only.

After each student fundraiser, an accounting of each student’s balance will be done. The contents of the Student Fundraising Accounts will then be posted on the carsonmusic.ca website.

Only profits made from “student fundraisers” contribute to the Student Fundraising Accounts. The profits from “department fundraisers” are used for the department as a whole.

**Use of Funds in the Students Fundraising Account**

* Money in a Student Account can only be used for Music Department related trips.
* Before a music trip and at the parent’s/guardian’s request, the money in a student’s account will be applied toward the balance owing or final payment. The Student Account cannot be used for the deposit of a trip. In cases where there is more than enough money in the account to cover the balance and final payment, then the monies can be applied towards the balance.
* If a student has money left in the account at the end of a school year, the money will be carried forward and used toward the next year’s trips.
* Money in a Student Account can be applied towards the trip of an immediate family member who is in the Carson Graham music program.
* Upon the student’s graduation, and when no immediate family members are enrolled in the music program, any unused balance in the Student Account shall be transferred to the general account of the Carson Graham Music Department and used for the department as a whole.