

Government Relief \$150/Student - Instructions to Parents/Guardians

All parents and legal guardians of students currently enrolled in the Bermuda Public Education System are eligible for a one-time payment of \$150 per child enrolled, to help towards school supplies. Parents or legal guardians must use their PowerSchool portal account to fill out the application form and apply for the \$150 relief. If you have not already reset your PowerSchool account, you can do so by going to bdamoed.powerschool.com and use the 'forgot password' function. (Your email address and your username are the same.)

It is very important that the form be completed correctly. Once the application form has been submitted, you will be unable to edit or submit another form for that student again. If you have more than 1 child enrolled in the public education system you will be required to **submit a separate form for each child.**

COMPLETING AN APPLICATION

This must be done from a Laptop/Computer/Tablet/Cell Phone using the Internet. The application form cannot be completed using the PowerSchool App.

Step 1. Log into your PowerSchool account and select 'Forms' on your child's home page.

Step 2. Select the form titled 'Bermuda Government Back to School Relief Application'.

Step 3. Complete each section of the form marked with an asterisk (*)

Step 4. The bank account name must be the same name as the person completing the form.

Step 5. Review all information provided for accuracy and make sure all fields are completed.

Step 6. Agree to the terms of reference at the bottom of the form and submit the form.

Step 7. You are also required to submit confirmation of banking details to the email address reliefdocs@moed.bm. This will help us to verify that the funds are going into the correct account.

Email for example, a clear copy of a redacted bank statement or the top portion only showing all the banking information from any of the three local banks – HSBC, BNTB, Clarien, or a copy of a redacted HSBC debit card showing only your full account number, etc. to validate the name of the bank, the full bank account number and the name of the person on the bank account that you provided on the application form. **(See attachment with samples for your guidance)** Also submit a copy of a Government Photo ID, either a copy of your Driver's License or your Passport data page. **Please type the Student ID number in the email subject line.**

Step 8. Parents with more than one child must list each Student ID number in the email subject line when sending the banking information.

An application is only considered complete after submitting the application form and after emailing the banking confirmation details to reliefdocs@moed.bm. All applications will be subject to verification and funds will be sent to your bank for deposit within 10 business days of submission of a completed application.

Email relief@moed.bm should you require any assistance.