



Step by Step Online Application

1. Go to www.kidsport.ab.ca
2. Click Blue Icon – Apply for Assistance
3. Click [Find Your Local Chapter](#)
4. Scroll until you find Grande Prairie and click.
5. Click **Blue** Icon – **Apply for Assistance**
6. Read information and scroll to bottom clicking - Apply Online
7. Parents enter your email address and your own password. Remember for future access to the application.
8. Click **Register Here**
9. Complete the form pertaining to the
10. Parent/Guardian (* represents Mandatory field.
11. Enter the Validation Code you see within the image. Click **Submit** Parent/Guardian registration submitted
-  Now click icon **Click Here**
12. Complete Login information. Use the  temporary password emailed to you. Change your password before you login to begin the application process.
13. Click Create New Application
14. Click on CHAPTERS BY LIST
15. Click **Alberta**. Then Scroll until you find Grande Prairie **Select Chapter**
16. Read and check ✓ Guardian and Agreement Acknowledgement
17. Complete PARTICIPANT (CHILD) INFORMATION. Must have Name, Address and Birth Date.
18. FAMILY INFORMATION must be complete indicating the number of children. It is important to select what best defines your family. (If you do not complete anything more, that is OK)
19. REQUEST/SPORT INFORMATION must be completed. Registration request is indicating the cost of registration and total amount requested. Remember * indicates these fields must be entered. Continue by completing the Club Information indicating the sport organization information along with the sport program start and end dates.

20. ATTACH LETTERS AND DOCUMENTS is where you submit your proof of income. (See information on what is acceptable) Upload the acceptable proof of income documents.
21. Finally VERIFICATION requests you read and check ✓ questions. Review all areas of the application before you **Submit Application**

Acceptable Proof of Income Documents

One (1) of the following Government or Proof of Income documents:

- Alberta Works Child Health Benefits Letter
- Canada Child Benefit Notice (a copy of the first and second page)
- AISH
- Income Support
- Subsidized housing
- Three consecutive Pay Stubs of all working adults in the home
- Notice of Assessment for most recent tax year (for each adult living in the home) If you do not have a copy of your Notice of Assessment, it can be obtained by calling 1-800-959-8281 and it will be mailed to you.