



How to apply for compensation

Learn how to begin your claim, the information you will be asked to include, and what to expect at each step.

This guide has been developed to help Claimants apply for compensation for themselves. It provides step-by-step instructions to help you complete and submit your claim form. If you are submitting a claim form for someone else, you will be asked to provide additional information.

About the claims process

You can apply for compensation in the Île-à-la-Crosse School Settlement if you are:

- **A Survivor Class Member**
 - This means someone who attended the Île-à-la-Crosse School, which operated from around 1860–1976.
- **A Personal Representative for a Survivor who cannot act on their own behalf**
 - This means someone who has been legally appointed to represent a Survivor
- **An Estate Representative for a Survivor who passed away after December 8, 2003**
 - This means someone who was chosen by a Survivor, or appointed by a court, to be responsible for the Survivor's estate
- **An eligible heir to a Survivor who passed away after December 8, 2003**
 - To find out if you're an eligible heir, see the guide on How to Apply for a Survivor who has Passed at www.ILEXSettlement.ca/Representatives.

Applications for Experience Payments can be submitted **until June 1, 2027**.

Applications for Abuse Compensation can be submitted **until June 1, 2028**.

STEP 1 Get the claim form

Before you begin, choose how you would like to complete your claim form. You can:

- Use the online claim portal (fastest option), available in August
- Download the claim form and complete it electronically or print and complete by hand
- Request a paper copy by calling or emailing the Administrator

The claim form will ask you for:

- Personal and contact information
- Identification details
- Information about your time at the Île-à-la-Crosse School, including dates (months and years) you attended
- Responses to questions about your experience, if applying for Abuse Compensation



You do not need to provide records or proof of attendance. If you have documents, you may include copies with your application. Including copies of records that prove your attendance or experience may help the Administrator process your claim form.

STEP 2 Gather your information

It will help to have the following information ready.

Personal information

- Your name and contact details
- Your mailing address
- Your date of birth
- Your telephone number
- Your email address

Identification

- Valid government-issued identification
- School ID number (optional)

If you are submitting documents with your claim form, please send copies instead of originals. Please add your first name, last name, and date of birth on every document.

Your experience

- The dates you attended the Île-à-la-Crosse School
- Impacts on your life (if you choose to share)
- Experiences of sexual or serious physical abuse (if you choose to share)

You can share as much or as little detail as you feel comfortable. Including copies of records, if you have them, may help the Administrator review your claim.

Payment information

Choose whether you would like compensation money to be sent to you by direct deposit into a bank account in your name or by mailed cheque.

If you would like to receive your compensation money by direct deposit, you will need to include a void cheque or direct deposit form, which you can get from your bank.

E-transfer is also available for Experience Payments only. Please choose either direct deposit or mailed cheque for Abuse compensation.

Designated Representative

You will have the opportunity to identify someone who can continue your application in the event you pass away before a decision is made.



STEP 3 Complete your claim

Take your time when filling out the form.

- You can complete it in more than one sitting
- You do not need to remember everything perfectly

Everyone must complete Parts 1, 2, and 3 of the Claim Form for Survivor Class Members. Completing Parts 4 and 5 will depend on your personal situation.

If you are applying for Abuse Compensation, you do not have to submit Part 4 at the same time as you submit Parts 1, 2, and 3. You can submit it later, if you would like more time.

If you are submitting on behalf of someone else, you will need to complete the *Claim Form for Representatives of Survivor Class Members*.

If you need help with any of these sections, free support is available. For questions about the application process, contact the Administrator at 1-833-700-7458 (toll free) or info@ILEXSettlement.ca.

For legal advice and help with your application, contact the class action lawyers at:

Sotos LLP | ilex@Sotos.ca | 1-888-451-9227 (toll free)

Goldblatt Partners LLP | ilex@GoldBlattPartners.com | 1-855-214-7557 (toll free)

Merchant Law Group LLP | ilex@MerchantLaw.com | 1-306-271-2896 (toll free)

These supports are free, your information is secure, and you can go at your pace.

Checklist

Before you submit your form, double check to ensure you have completed all the required sections and have attached copies of any required supporting documents. Don't forget to keep a copy of your completed claim form and all supporting documents for your own records.

Base requirements

- ☐ I have included a copy of my valid government-issued identification.
- ☐ I have provided my school attendance dates.
- ☐ Optional (only if available): I have attached copies of school records or other supporting documents that show the dates I attended Île-à-la-Crosse School
- ☐ I have completed the Solemn Declaration of School Attendance.
- ☐ I have read, understood, and signed the Privacy Release, Acknowledgement & Retention Policy.
- ☐ If I chose to receive compensation by direct deposit, I have provided a void cheque or a direct deposit form from my bank.

If you are applying for Abuse Compensation

- ☐ If available, I have attached copies of documentation that show the abuse I experienced at Île-à-la-Crosse School.
- ☐ I have completed the Solemn Declaration of Harm.



STEP 4 Submit your application

You can send your completed claim form and supporting documents in one of four ways. Please choose only one method to send in your claim form. Submitting duplicate claim forms will delay processing.

Online Claims Portal (available in August): Sign up to receive an email update when the claims portal is available.

Email: Claims@ILEXSettlement.ca

Fax: 416-324-4411

Mail: Mail copies of your identification (do not send originals) and other documents to:

Claims Administrator c/o Deloitte
LLP PO Box 278 STN ADELAIDE
Toronto, ON M5C 2J4

Courier deliveries are not accepted.

After you submit your application

- The Administrator will review your information
- They may contact you if more details are required. You will be given a deadline for submitting the additional information
- You may be contacted by the Assessor who will be participating in reviewing applications
- You will be informed of the decision

If your application is approved, compensation will be sent to you through whichever process you indicated on your claim form.

If your address or contact information changes, contact the Administrator right away. This helps ensure you receive updates, letters, and any payments without delay.

Get Support

Cultural, emotional, and crisis supports are available to Survivors and their families 24 hours a day through the Indian Residential School Survivors Society. **Call toll free: 1-800-721-0066**

Mental health and wellness support is available anytime through the Hope for Wellness Helpline. Services are free, confidential, and available in English, French, Cree, Ojibway, and Inuktitut. **Call toll free: 1-855-242-3310**

