

When information on your original StudentAid BC application changes, you must submit a reassessment. Provide an explanation for the change in the space provided. All information is subject to verification and audit.

Changes include but are not limited to:

1 Changes in your assets (motor vehicle, GIC, RRSP)

If you sold or cashed in any assets (motor vehicle, GIC, RRSP) in the four months before classes began, or during your study period, you must provide documentation showing proof of the sale and whether the proceeds were used to repay outstanding debt on that asset or if they were used to pay for something else. If the value of your motor vehicle has changed, state the revised estimated current value of your motor vehicle in Section 4, question 73. (The estimated value of your vehicle is the amount it would sell for on the open market.) If you transferred ownership of your motor vehicle to someone else, include a copy of the transfer and registration documentation, including the ICBC owner's certificate of insurance and vehicle license (vehicle registration forms), along with your Appendix 7. For changes in your parent(s)/step-parent/sponsor/legal guardian's assets, provide documentation, and have your parent(s)/step-parent/sponsor/legal guardian complete a revised Appendix 1. For changes in your spouse/common-law partner's financial status/assets, provide documentation, and have your spouse/common-law partner complete a revised Appendix 2.

Note: Your request for reassessment will not be considered if your motor vehicle was transferred to someone else for less than fair market value. Your estimate of the current value of your motor vehicle will be compared with the "Sanford Evans Gold Book" and the value of your motor vehicle in the Gold Book will be used in reassessing your eligibility for StudentAid BC funding.

2 Any new source of income, or changes to your income

Provide an explanation for the change and where possible provide any supporting documentation when reducing income (e.g., record of employment for loss of work). For changes in your parent(s)/step-parent/sponsor/legal guardian's income, submit a revised Appendix 1. For changes in your spouse/common-law partner's income, submit a revised Appendix 2.

3 Changes to your program of study or study period dates

If you are changing your study period dates, make sure you change all income and costs to reflect the new study period. If applicable, attach an Appendix 2 with any changes to your spouse/common-law partner's income and costs. An Appendix 3, to be completed by your school, may be required. **Note:** If you are completing your program early, you must have the financial aid office at your school complete an early completion form.

4 Change of school before cashing any StudentAid BC funding

Complete this form, and if necessary, have your school complete an Appendix 3, attach any un-cashed student loan documents to this appendix. If you have cashed funding through StudentAid BC, submit an Appendix 5: Transfer of School form.

5 Change in previous post-secondary weeks

If there is a change in your previous post-secondary weeks, provide copies of transcripts from all post-secondary schools (in B.C., Canada and outside of Canada) that you have attended.

6 Changes in marital status

Note: changes to marital status after the first day of classes cannot be considered.

If you marry before your first day of classes, you must provide a copy of your marriage certificate and an Appendix 2 completed by your spouse. If you separate from your spouse before your first day of classes, you must provide a copy of your legal separation agreement confirming your date of separation. If formal documentation is not available, a notarized statement from your ex-spouse/partner with their address and phone number or a letter on business letterhead from a credible third party (e.g., counsellor, religious advisor, doctor, social worker, lawyer) may be accepted.

7 Change in dependant information

If the change is because of the birth or adoption of a child, you must provide a copy of the birth certificate with parent information, or a letter from your physician confirming the date of birth and the child's name. If you are awarded custody of a dependant before your first day of classes, you must provide proof of custody or that you have care of the dependant at least two full days per week during your study period. You must provide a notarized statement from your dependant's other parent with his/her name, address and telephone number and the dates the child lives with you. A statement from a credible third party, such as a social worker or religious adviser, is also acceptable, and you must provide the name, address, telephone number and the person's relationship to you.

8 Change in living situation

Note: Changes to your living situation after the first day of classes cannot be considered.

If you move from your parent's home before the first day of classes, you must have your landlord/lady complete a Confirmation of Rent form, available at: www.StudentAidBC.ca confirming your tenancy. If you are living in residence at your school, make sure your school places their official school stamp or seal on the form. If you are not living in residence at your school, you must provide copies of your cancelled cheques, or if unavailable, copies of your monthly bank statements with the cash withdrawal used to pay the rent circled on each statement confirming your payment for rent. **Note:** If you are submitting copies of bank statements, they must be issued by your bank, not downloaded from the internet.

SECTION 1 - PERSONAL INFORMATION continued

Note: Answer only those questions where the information is now different from your original application.

- (19) Are you a student with a permanent disability that affects your studies on a daily basis? You must meet the definition of a permanent disability for the purposes of applying for StudentAid BC permanent disability funding. read ① page 4 (19) YES NO
- (20) Are you or have you ever been a landed immigrant/permanent resident? (if born in Canada, mark NO) (20) YES NO
- (21) Have you ever declared bankruptcy? If YES, read ① page 5 before answering (21) YES NO
- (22) Have you **applied** for funding from StudentAid BC in the past three years? (22) YES NO
- (23a) Have you ever **cash**ed a Canada student loan? (if FULLY repaid, mark NO) (23a) YES NO
- (23b) Date you graduated from or left secondary (high) school (23b)
YYYY MM
- (24) How many months of full-time post-secondary studies have you taken to date in B.C., Canada and outside of Canada? Convert part-time studies as per ① page 6. Include StudentAid BC co-op work terms (24) months
- (25) Will you have been out of high school for more than 48 months (4 years) when classes start? (25) YES NO
- (26) Are you married or common-law? If 'YES', **Appendix 2** must be completed (26) YES NO
- (27) Are you a single parent, separated, divorced or widowed? (27) YES NO
- (28) In the time since you left high school to your first day of classes, have you spent two periods of 12 continuous months each, in the full-time labour force as defined on ① page 7? (28) YES NO
- (29) Are you or were you, at the time of your 19th birthday, a youth in continuing care or custody of a director of child welfare in B.C. (ward of the court - this means the provincial government is/was your legal guardian)? (29) YES NO
- (30) My parents are deceased **and** I do not have a legal guardian. If **both** conditions apply, read ① page 7 (30) YES NO
- (31) Did you answer 'YES' to any of questions 25 to 30? (31) YES (GO TO 32) NO (GO TO 33)
- (32) Are you a resident of B.C. as defined on ① page 8? (32) YES NO
- (33) Have your parents complete **Appendix 1**.
Is your parent(s)/step-parent/sponsor/legal guardian a resident of B.C. as defined on ① page 9? (33) YES NO

SECTION 6 - CONTACT PERSON

DO NOT STOP ON THIS PAGE! YOU MUST SIGN THE DECLARATIONS ON THE NEXT PAGE!

Give the name, address and telephone number of a contact person over 19 years of age living in Canada or the United States.

DO NOT USE your spouse/common-law partner, a school staff member, or yourself.

(75) LAST NAME

(76) FIRST NAME

MIDDLE INITIAL

(77) MAILING ADDRESS

APT./BOX/SUITE NUMBER

(78) Use this line for any part of your address not indicated above

(79) Use this line for any part of your address not indicated above

(80) CITY/TOWN

(81) PROVINCE/STATE

(82) POSTAL/ZIP CODE

(83) AREA CODE

TELEPHONE NUMBER

(85) COUNTRY

CANADA

U.S

(86) Relationship to you
(mark one box only)

A

Parent/step-parent/sponsor/
legal guardian

B

Other relative

C

Other

SECTION 7 - RELEASE OF INFORMATION, Optional (Read ① page 23)

(95) If you are unable to contact us to check your application status, you may authorize another person to obtain any information on your behalf by completing this section. **DO NOT USE A SCHOOL STAFF MEMBER.**

LAST NAME

FIRST NAME

Relationship to you:

PARENT

A

SPOUSE/COMMON-
LAW PARTNER

B

OTHER
RELATIVE

C

FRIEND

D

Note: No information will be released unless your social insurance number, and date of birth are provided by this person to StudentAid BC, the British Columbia Student Loan Service Bureau, or financial aid staff at the time of the inquiry.

YOU ARE NOT DONE! SEE NEXT PAGE TO READ AND SIGN BOTH SECTIONS...

SECTION 1 - SECTION 2 - SECTION 3 - SECTION 4 - SECTION 5 - SECTION 6 - SECTION 7 - SECTION 8

↑ YOU ARE HERE

SECTION 8 - StudentAid BC DECLARATION IMPORTANT DOCUMENT - READ, SIGN AND DATE

I am applying for financial assistance under the terms and conditions of StudentAid BC.

I. I understand that:

- (1) StudentAid BC of the Ministry of Advanced Education and Labour Market Development will determine the amount of money I may be eligible to receive;
- (2) it is against the law to make false or misleading statements on this application or all documents forming part of it;
- (3) if I do not provide complete, accurate information or if I obtain or attempt to access financial assistance by fraudulent means, I will be denied student financial assistance and/or debt management measures now and in the future;
- (4) **all information is subject to audit and verification;**
- (5) if I receive money (loan or grant) and then it is discovered that my application, or documents forming a part of it, are not accurate, I will be required to repay all or part of the money, with interest. I will be required to do this if the mistake was made by me, my spouse/common-law partner, parent(s), step-parent, sponsor, legal guardian, school or StudentAid BC. I will also be required to repay an overaward, plus interest, due to a change in my status. Repayment of outstanding overawards must commence no later than the first day of the seventh month after ceasing full-time studies;
- (6) it is my responsibility to make sure the information on this application and/or all the documents forming part of it are accurate;
- (7) all information provided in the application, and for the lifetime of my loans, may be audited and may be electronically matched with the Canada Revenue Agency, Human Resources Skills Development Canada, and the Ministry of Housing and Social Development to verify reporting accuracy, for the lifetime of my loans;
- (8) if I cease to be eligible for funding, any tuition refund I will be eligible to receive will be sent by my school directly to the government or its agent to be applied to any outstanding loan principle or overawards;
- (9) if I negotiate a B.C. student loan, a portion or all of my loan money (disbursement) may, at the school's request, be sent directly to my school to pay tuition.

II. I understand that by signing below it means:

- (1) I have read the StudentAid BC Guide and Instructions book provided with this application;
- (2) I have accurately answered all questions on the application and all documents forming a part of it;
- (3) I certify that all information is complete and accurate and I have not altered or added to any of the pre-printed application and/or appendix questions;
- (4) I will be a full-time student for the study period stated in this application, and will maintain a satisfactory scholastic standing. A full-time student is one who is or will be enrolled and in attendance in credit courses of at least 60% (40% for students with permanent disabilities) of a full course load of at least 12 weeks in length and leading towards a certificate, diploma or degree as defined by the post-secondary school attended;
- (5) None of the courses used to meet the minimum 60% (40% for students with permanent disabilities) of a full course load requirement are repeats/duplicates of courses for which I have previously received credits;
- (6) I must pass at least 60% (40% for students with permanent disabilities) of a full course load for each application study period, or my eligibility for student financial assistance in future years of full-time post-secondary study will be affected;
- (7) I need student financial assistance to continue my education;
- (8) **I will use the money I receive to pay my academic fees first;** then I will pay other educational costs and living costs directly related to my studies covered by this application;
- (9) I have not applied nor will I apply to receive student loans, grants or bursaries from another province or territory during the study period stated in this application;
- (10) I will immediately notify StudentAid BC of any increase in my or my spouse/common-law partner's, parent(s), step-parent's, sponsor's or legal guardian's income and/or assets and of any changes in my address, academic status (e.g., course load, study period), marital status, or reduced number of dependants;
- (11) For the purpose of research and verifying and/or investigating information pertaining to this application, related documents, and the eventual repayment of my loan awards, whether defaulted or not and any other money repayable, I consent to the release and/or collection of information between the Ministry of Advanced Education and Labour Market Development (or its agent) and the following agencies: Canadian Imperial Bank of Commerce, Royal Bank, Bank of Nova Scotia and other financial institutions, financial aid offices, schools, credit agencies, native bands and any crown corporations, federal, provincial, municipal ministries/departments/agencies, including especially, by not limited to: WorkSafe BC, Superintendent of Bankruptcy, Land Title and Survey Authority of British Columbia, B.C. Registry Services, Ministry of Finance or its agent, B.C. Vital Statistics Agency, B.C. Ministry of Children and Family Development, British Columbia Student Loan Service Bureau, National Student Loan Service Centre, Citizenship and Immigration Canada, Office of the Superintendent of Motor Vehicles, ICBC, B.C. Assessment, Human Resources and Skills Development Canada (HRSDC), HRSDC community Co-ordinators, and the B.C. Ministry of Education;
- (12) I consent to the disclosure of my name, date of birth, gender and contact information as indicated in Section 1 to the Ministry of Children and Family Development for the purpose of their verifying my yes response to Q.29 that I am a former B.C. youth in care. I understand that if I am, or may be eligible for the Youth Educational Assistance Fund (YEAF) bursary I will be contacted by StudentAid BC;
- (13) I consent to the verification of my social insurance number, name, date of birth, gender, with information contained in Human Resources and Skills Development Canada's (HRSDC) social insurance register. This information will be disclosed to HRSDC for the purpose of confirming the accuracy of my identification in the context of my application for a Canada student loan;
- (14) I agree to the collection and exchange of personal banking information which includes my bank account number, by and between the Ministry of Advanced Education and Labour Market Development, the B.C. Student Loan Service Bureau and the National Student Loans Service Centre, for the sole purpose of a direct electronic deposit of funds and repayments as determined by the Ministry of Advanced Education and Labour Market Development.



<p>(91) SIGNATURE OF STUDENT (IN INK)</p> <p style="font-size: 2em; color: gray;">SIGN HERE</p>	<p>PRINT NAME</p> <p style="font-size: 2em; color: gray;">PRINT HERE</p>	<p>(92) DATE SIGNED</p> <p style="font-size: 0.8em; color: gray;">YEAR MONTH DAY</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>						

SECTION 9 - CANADA REVENUE AGENCY CONSENT - IMPORTANT DOCUMENT - READ, SIGN AND DATE

For the purpose of verifying the data provided in this application for student assistance, I hereby consent to the release, by the Canada Revenue Agency, to the Ministry of Advanced Education and Labour Market Development (or a person delegated by the ministry), of taxpayer information from any portion of my income tax records that pertains to information given by me on any StudentAid BC application. The information will be used solely for the purpose of verifying information on my StudentAid BC application forms and for the general administration and enforcement of StudentAid BC policy and the Canada Student Financial Assistance Act. This authorization is valid for the two taxation years prior to the year of signature of this consent, the year of signature of this consent and any other subsequent consecutive taxation year for which assistance is requested.



<p>(93) SIGNATURE OF STUDENT (IN INK)</p> <p style="font-size: 2em; color: gray;">SIGN HERE</p>	<p>PRINT NAME</p> <p style="font-size: 2em; color: gray;">PRINT HERE</p>	<p>(94) DATE SIGNED</p> <p style="font-size: 0.8em; color: gray;">YEAR MONTH DAY</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>						



StudentAidBC

QUESTIONS?

TO REACH StudentAid BC BY PHONE:

Call **(250)-387-6100**.

If you are on the B.C. Lower Mainland, call **(604)-660-2610**.

If you are calling from anywhere else in Canada or the U.S., call toll-free **1-800-561-1818**.

TO REACH StudentAid BC BY MAIL:

StudentAid BC Ministry of Advanced Education and Labour Market Development

Mailing address: PO Box 9173 Stn Prov Govt., Victoria B.C. V8W 9H7

Courier address: c/o StudentAid BC 1106 Cook Street, Victoria, B.C. V8V 3Z9

Visit us on-line at **www.StudentAidBC.ca**