

Section 3 – Exceptional disability related services and or equipment that you need during the study period for which you are applying

Step 1 - List the dollar amount of each service and/or equipment item you require at school.
Step 2 - Attach quotes for the specialized service and/or adaptive equipment to this appeal form.

List the service or equipment:	\$.00
List the service or equipment:	\$.00
List the service or equipment:	\$.00
List the service or equipment:	\$.00
TOTAL Services and/or Equipment:										\$.00

Section 4 – Student Declaration

I authorize an appeal of my assessment due to my exceptional disability related circumstances. **I understand that:**

1. All terms agreed to on my 2008/2009 StudentAid BC loan application will remain in force.
2. The special programs unit staff may consider information from prior applications in my appeal request.
3. I certify that information provided with this request is accurate and correct.

Signature of Student (in ink) X	Print Legal Name	Date Signed	Year	Month	Day
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 5 – School Signing Authority

Disability Co-ordinator/School Official: By signing below and based on the information provided by the student, I support the students requirement of the services/ equipment listed above to reduce their disability related barriers and aid in completing their current educational goals.

Area Code	Telephone Number
<input type="text"/>	<input type="text"/>
Local: <input type="text"/>	

Signature of Signing Authority (in ink) X	Print Legal Name	Date Signed	Year	Month	Day
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

For your appeal form to be processed, all of the following documentation must be submitted. Read carefully.~

A STATEMENT OF DISABILITY

To include the costs of your disability related services and/or equipment to your study period, your medical report OR a verification of permanent disability form must:

- Include a diagnosis that meets the definition of a permanent disability (indicated on the first page).
- Be completed by a licensed medical practitioner, who is qualified to diagnose your disability and who you have had a case history with of at least three years.
- Specify how long the condition has affected your daily activities.
- Give examples of the daily impact your disability has on your ability to participate fully in your classes.
- Be specific about the services and or equipment you need to overcome these barriers on a daily basis.

If you do not have a previous **medical report** that meets all of the criteria above, you can use a **verification of permanent disability form** (download from www.StudentAidBC.ca). Students with learning disabilities should see the criteria on the form mentioned above.

DETAILED COST ESTIMATES - For the exceptional education-related costs.

Such as: sign language interpretation; specialized tutors (to assist with disability related barriers only); note-takers, readers; attendant care for studies (while at school only); specialized transportation (to and from institution only); alternate formats (e.g., large or Braille print); technical or recording equipment, including Braille, talking calculator, tape recorders; computers and other technical aids.

Allow two – four weeks for processing from the date your complete appeal is received in this office.

Mailing Address: Ministry of Advanced Education and Labour Market Development
 StudentAid BC, Special Programs Unit
 PO Box 9173, Stn Prov Govt
 Victoria BC V8W 9H7

Courier Address: Ministry of Advanced Education and Labour Market Development
 StudentAid BC, Special Programs Unit
 1106 Cook St
 Victoria BC V8V 3Z9

Phone: 250 387-6100 (in Victoria), 604-660-2610 (in the B.C. Lower Mainland) or 1-800-561-1818 (toll free in Canada/U.S). TTY line: 250 952-6832