

## NEW BRUNSWICK TIMELY COMPLETION BENEFIT

### PROGRAM DESCRIPTION

The Timely Completion Benefit is designed to help post-secondary graduates by addressing accumulated student loan debt and encouraging the successful completion of studies in a timely manner. Students who complete an undergraduate degree, certificate or diploma at:

- a private chartered, not-for-profit, degree-granting institution located in Canada; or
- any publicly funded post-secondary educational institution

within the minimum established timeline of the program, and who have **total combined** Canada and New Brunswick government student loans associated with that credential exceeding \$32,000, may have a portion of their New Brunswick Student Loan in excess of the combined \$32,000 threshold forgiven. If you are not aware of your total combined student loan debt you can obtain this information from the National Student Loans Service Centre by calling 1-888-815-4514.

You must apply to receive the Timely Completion Benefit. Applications must be received by SFS within seven months of your graduation date. This seven month deadline cannot be appealed.

The Timely Completion Benefit is a one-time benefit and it applies to one single credential. The benefit cannot be applied to the combined student debt from multiple credentials.

Application forms are available from Student Financial Services (SFS) and online at [studentaid.gnb.ca](http://studentaid.gnb.ca). SFS can be reached by calling 506-453-2577 in the Fredericton area or outside toll-free zone; the rest of New Brunswick, the Atlantic Provinces and west to mid-Ontario can call 1-800-667-5626.

### ELIGIBILITY

To be eligible you must meet all of the following requirements:

- Graduate from an undergraduate degree, diploma or certificate program after April 1, 2009 from:
  - a private chartered, not-for-profit, degree-granting institution located in Canada, or
  - any publicly funded post-secondary educational institution;
- Graduate from a program of study within the minimum established timeline for the program, i.e. a four-year BBA must be completed within four years. Students with a permanent disability may be exempt from this criterion; such applications will be evaluated on a case-by-case basis. As well, there is an appeal process in place for graduates who, due to exceptional circumstances, do not meet the timely completion eligibility requirement of the benefit (see **THE APPEAL PROCESS** on page 2);
- Have **total combined** Canada and New Brunswick Student Loan borrowings (associated with a successfully completed program) in excess of \$32,000;
- Provide proof of graduation through a transcript of marks that indicates the date the degree/diploma/certificate was awarded; and
- Apply for the one-time benefit within seven months of your graduation date.

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## THE APPEAL PROCESS

Under certain circumstances, graduates may qualify for an exemption from the timely completion requirement for the debt reduction benefit.

A person must submit a written request to Student Financial Services, along with supporting documentation to demonstrate exceptional circumstances. For example, graduates who experienced a temporary illness or graduates with family responsibilities while studying may be unable to graduate from their program within the minimum established timeline. An example of acceptable supporting documentation for a student who has experienced a temporary illness would be a letter from a physician attesting to the student's inability to attend studies full-time because of the illness.

**Note:** A person who graduates *prior to April 1, 2009* is not eligible to apply for the debt reduction benefit. However, should this student go on to successfully complete a second undergraduate credential *after April 1, 2009*, he/she may apply for the debt reduction benefit on their second undergraduate credential.

## HOW THE BENEFIT IS APPLIED

The National Student Loans Service Centre will be directed by the Department of Post-Secondary Education, Training and Labour to reduce the graduate's provincial New Brunswick Student Loan debt in cases where the benefit is granted.