

MASTER STUDENT FINANCIAL ASSISTANCE AGREEMENT



Students who have been accepted for full-time and part-time funding need to complete an electronic Master Student Financial Assistance Agreement (MSFAA) through an online process. The MSFAA is a legal agreement that outlines your responsibilities and the terms and conditions of accepting your student grants and/or loans and your responsibilities for repayment. There are separate MSFAAs for full and part-time funding with unique terms and conditions.

You will require a new MSFAA if you:

- are a first-time grant or loan recipient enrolled in full-time or part-time studies;
- have not received grant or loan funding for two years or more;
- have previously received student grants or loans in another province/territory but since established residency in New Brunswick;
- have previously received student grants or loans for full-time studies and are now enrolled in part-time studies for the first time, or vice versa.

Note: *You could have both an active part-time and full-time MSFAA at the same time.*

The MSFAA is a **multi-year agreement** requiring a one-time signature, which means you do not have to submit a new agreement every time you apply for funding (unless you take a two-year break in study or establish residency in another province/territory).

COMPLETING YOUR MSFAA

You must complete and submit an electronic MSFAA before you can receive any funding.

Once your application has been assessed, you will receive a Notice of Assessment (NOA) letter which will include a 10-digit MSFAA number that is used to complete your MSFAA.

The National Student Loans Service Centre (NSLSC) will send you a "Welcome Email" that will provide instructions on how to register your NSLSC online account and complete your MSFAA. This two-step process will take approximately 20 minutes.

If you do not receive a "Welcome Email" within three to five business days of receiving your Notice of Assessment, please contact Student Financial Services at 1-800-667-5626.

Before proceeding with the online process, you will need to be ready to provide your:

- bank account information (transit, institution, and account numbers);
- social insurance number (SIN);
- unique 10-digit MSFAA number; and
- date of birth.

Your MSFAA must be completed at least 4 weeks prior to your period of study end date as funding cannot be issued after your study period has ended.

Student Financial Services

Post-Secondary Education, Training and Labour

Beaverbrook Building P.O. Box 6000 Fredericton NB E3B 5H1
Tel.: 506-453-2577 Toll Free: 1-800-667-5626 Fax: 506-444-4333



StudentAid.GNB.CA

If you have questions about the registration process, please visit <https://www.csnpe-nslsc.canada.ca/en/frequently-asked-questions> for a list of Frequently Asked Questions (FAQs) or contact the NSLSC at 1-888-815-4514.

CONFIRMATION OF ENROLMENT

Once the NSLSC has confirmation of your MSFAA on file, your school must confirm your enrolment before your funding can be issued. For most schools, they will be asked by the NSLSC to confirm your enrolment electronically.

If your school is not set up to confirm enrolment electronically or your school is located outside of Canada, the NSLSC will mail a Confirmation of Enrolment form to your school and they will need to return it to the NSLSC.

If the NSLSC does not receive confirmation of your MSFAA at least four weeks prior to your period of study end date, or if the school's confirmation of enrolment is not processed by the NSLSC prior to your end date, you will not receive any funding.

DISBURSEMENT OF FUNDS

Your school may advise the NSLSC that a portion (or all) of your funding is to be paid directly to the school to cover your academic fees. Remaining funds will be electronically deposited into the bank account that you provided on the MSFAA. You may experience delays in receiving your funding if information is missing from you or your school. If your banking information changes, login to your NSLSC online account to update your information. If you have questions regarding your funding disbursement, please contact Student Financial Services.

Once funding has been disbursed, you will receive a message in your secure inbox with the details on the amount of funding paid to you and your school as well as links to information on how you can track your funding and manage your student loans using your NSLSC online account.

