CHANGE OF ACADEMIC STATUS

1. NOTIFICATION OF A STUDENT’S WITHDRAWAL, REDUCTION IN COURSE LOAD OR EARLY COMPLETION OF A PROGRAM

- This section to be completed by the educational institution for all students who have a change in their academic status.
- This form must be forwarded to Student Financial Services (SFS) as soon as the change occurs.
- The National Student Loans Service Centre (NSLSC) must be advised – this can be done using the Electronic Confirmation of Enrolment

<table>
<thead>
<tr>
<th>Social Insurance Number</th>
<th>Student’s First Name</th>
<th>Student’s Last Name</th>
</tr>
</thead>
</table>

Name of Educational Institution

Reason for Student’s Change in Status

- Withdrawn from studies
- Dropped to less than 60% of a full-time course load (40% if permanently disabled)
- Requested to leave due to unsatisfactory progress
- Early completion
- Change in institution or campus of the same institution
- Change in program of studies at the same institution or campus – complete page 2.

First day student attended

<table>
<thead>
<tr>
<th>DD</th>
<th>MM</th>
<th>YYYY</th>
</tr>
</thead>
</table>

Last day student attended

<table>
<thead>
<tr>
<th>DD</th>
<th>MM</th>
<th>YYYY</th>
</tr>
</thead>
</table>

Student loan funding disbursed to school

$_______

Applicable fees charged to the student for the dates student attended full-time:

Tuition $_______  Student Fees $_______  Books $_______  Other $_______  Specify $_______

Refund Calculation

Student loan funding disbursed to school $_______  –  Total applicable fees charged to student $_______  =  Refund to NSLSC $_______

The amount of student loan funding disbursed to the school that exceeds the applicable fees charged to the student must be refunded to NSLSC within four weeks of the change in status. Student loan refunds are not to be issued to the student.

Canada Student Loan or New Brunswick Student Loan

Make cheque or money order payable to:
National Student Loans Service Centre
PO Box 4030, Mississauga, ON  L5A 4M4

NSLSC Notification

Name and title of person advising NSLSC

Name and title of person completing this form (print)

Signature of person completing this form

Student Financial Services
Post-Secondary Education, Training and Labour
440 King Street  P.O. Box 6000  Fredericton  New Brunswick  Canada  E3B 5H1  Telephone: (506) 453-2577  Toll free: 1 (800) 667-5626  Fax: (506) 444-4333

www.gnb.ca/post-secondary

2019
2. STUDENTS TRANSFERRING TO A NEW PROGRAM OF STUDIES AT THE SAME INSTITUTION OR CAMPUS

- This section is to be completed by the educational institution for all students who have a change in their program of study.
- This form must be forwarded to Student Financial Services (SFS) as soon as the change occurs.

<table>
<thead>
<tr>
<th>Social Insurance Number</th>
<th>Student's First Name</th>
<th>Student's Last Name</th>
</tr>
</thead>
</table>

### Original Program of Studies

<table>
<thead>
<tr>
<th>Name of Program of Studies</th>
<th>Year of Study</th>
<th>Total Weeks Attended</th>
</tr>
</thead>
</table>

Start Date to Last day student attended

Indicate any breaks during period of studies

Fees charged for original program of studies

- $Tuition
- $Student Fees
- $Books

### New Program of Studies

<table>
<thead>
<tr>
<th>Name of Program of Studies</th>
<th>Year of Study</th>
<th>Total Weeks Transferred from Original Program</th>
</tr>
</thead>
</table>

Transfer Date to End Date

Indicate any breaks during period of studies

Fees charged for original program of studies

- $Tuition
- $Student Fees
- $Books

### Educational Institution Official

Name and title of person completing this form (print)

Telephone

Signature of person completing this form

Date