

# FIXED STUDENT CONTRIBUTION REVIEW



The following are examples of exceptional circumstances that may be considered acceptable reasons for reducing a fixed student contribution.

- Unable to find employment or an unexpected change in employment.
- Unable to work due to illness, medical condition, disability, or injury.
- Unable to work due to caring for an immediate family member.
- Unavoidable extraordinary expenses (complete the *Request for a Review of Emergency or Extraordinary Expenses during the Study Period* form).

**Note:** If your Notice of Assessment indicates you are receiving the maximum amounts of funding available under the program, a contribution review is not possible as additional funding cannot be issued to you.

## STUDENT'S INFORMATION

Social Insurance Number	First Name	Last Name

## PRE-STUDY PERIOD INCOME

Your pre-study period is the period between the end of your last period of full-time studies (high school or post-secondary) and the first day of class for this academic year, **up to a maximum of 18 weeks**. If you were not in school previously, your pre-study period is **the 18-week period** before the first day of your classes for this academic year.

Did you work during your pre-study period?  No - go to question 1  Yes - go to question 2

### 1. Select (✓) the statement that applies to you:

- I had a temporary illness, medical condition, or injury that prevented me from working.
  - Provide a letter indicating the reason that you were unable to work along with documentation from a physician confirming the illness and timeframe involved.
- I stayed at home to care for a relative who requires care due to a disability or medical condition.
  - Provide a letter from the physician indicating that your relative needed daily care and the timeframe involved.
- I was in full-time studies during the pre-study period and didn't receive student financial assistance for that period of study.
  - Provide proof from your educational institution.
- I could not find a job for my pre-study period.
  - Provide a letter detailing your job search efforts.
- None of the above statements applied to me.
  - Provide a letter indicating details.

### 2. Pre-Study Period Accommodation

During the pre-study period, did you live with your parent(s)?  Yes  No

If no, indicate where you lived during your pre study period.

\_\_\_\_\_  
City Province

### 3. Indicate your gross income during your pre-study period.

Employment Earnings	\$ _____	Employment Insurance Benefits	\$ _____
Social Assistance	\$ _____	CPP/QPP Benefits	\$ _____
Other	\$ _____	Indicate source	_____

## Student Financial Services

### Post-Secondary Education, Training and Labour

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