

REQUEST FOR A REVIEW OF EMERGENCY OR EXTRAORDINARY EXPENSES



If you have experienced unavoidable extraordinary expenses that prevent you or your family from making the expected contributions, please complete the following appropriate section(s).

Social Insurance Number	Student's First Name	Student's Last Name

Emergency dental/optical/medical expenses \$ _____

An emergency expense would usually be the result of an accident. It is not intended to include expenses that would have arisen in the ordinary course of the family's life. For example: orthodontic care or the purchase of glasses or contact lenses would not be considered an emergency expense. Documentation required:

- Medical certificate or letter from dentist, ophthalmologist or physician outlining the nature of the emergency care required; **and**
- Proof of the payment of the emergency care and proof that these costs were not covered by a health or insurance plan.

Emergency home repairs \$ _____

An emergency home repair would usually be the result of an unexpected destructive force such as a fire or flood. For example: roof damage because of weather conditions. These emergency expenses are not intended to include household repairs and home renovations that arise in the ordinary course of home ownership.

Documentation required:

- A brief explanation of the expense and when it occurred; **and**
- Receipts for the repairs; **and**
- Proof that the costs were not included in any type of warranty or insurance plan.

Extraordinary health care costs because a family member is ill \$ _____

Extraordinary health care costs would be those incurred because there is no alternative. For example: the costs associated with necessary inter-provincial or inter-city travel to a children's hospital or the cost of attendant care during recovery. The costs incurred cannot be covered by any health or insurance plan. Documentation required:

- Medical certificate or letter from a physician outlining the nature of health care required; **and**
- Receipts for expenses incurred.

Prescription costs (not fully covered by a drug or insurance plan) \$ _____

Prescription costs can be considered because of a chronic or life-threatening illness you or a member of your family may have. For example: someone who is diabetic and requires insulin or someone with cystic fibrosis that needs costly prescription medications. Documentation required:

- Proof of the payment for the prescription drugs and proof that these costs were not covered by a health or insurance plan.

DECLARATION AND REQUIRED SIGNATURES

The student and any person(s) claiming the above-noted expenses must complete this section.

I declare that the information provided on this form is accurate and complete. I understand that the information I/we have submitted is subject to verification and audit.

Signature of Student

Date

For Dependent Students

Signature(s) of Parent(s)/Step-Parent(s)/Guardian(s)

For Married/Common-law Students

Signature of Partner

Student Financial Services

Post-Secondary Education, Training and Labour

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