

WHAT IS AN APPEAL?

An appeal is the process by which you have the opportunity to request a reconsideration of your assessed award. If you have had an exceptional circumstance that meets one or more of the criteria listed below and you have not received the maximum amount of funding for the application study period, you may submit an appeal request. Once evaluated, the appeal request may result in a change to your StudentAid BC award.

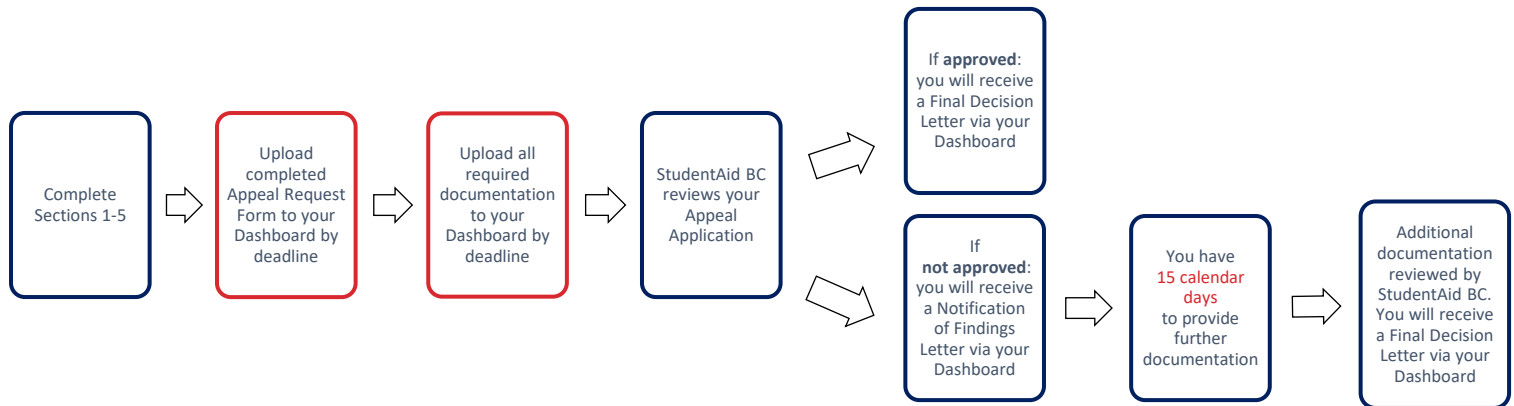
APPEAL CRITERIA

You may submit an appeal request if one or more of the following criteria caused you to not meet the required submission deadline to receive funding before your study period end date.

- Medical illness or injury
- Family emergency (e.g. death, injury)
- Natural disaster
- Layoff, strike, lockout, or other reduction in earnings beyond your control
- Other exceptional circumstances

APPEAL INSTRUCTIONS

1. Talk to a Financial Aid Officer at your school, they can help you with the appeal process. If you are unable to contact a Financial Aid Officer, contact [StudentAid BC](#).
2. Review the Appeal Criteria.
3. Complete Sections 1-5.
4. Upload your completed Appeal Request Form and all required documentation to your StudentAid BC [Dashboard](#).



Appeal Request Form starts on page 2.

SECTION 1 – STUDENT INFORMATION

STUDENT'S SOCIAL INSURANCE NUMBER	STUDENT'S APPLICATION NUMBER
STUDENT'S LAST NAME	
STUDENT'S FIRST NAME	MIDDLE INITIAL

SECTION 2 – REQUIRED DOCUMENTATION

You must submit all of the following documentation to your StudentAid BC [Dashboard](#) to support your appeal request:

- A letter** explaining the circumstances that meet one or more of the Appeal Criteria (see page 1).
- A letter** from your school or transcripts confirming that you successfully completed the term for which you are requesting funding after end date.
- All relevant supporting documentation.**

YOUR ASSESSMENT WILL BE DELAYED OR DENIED IF YOU DO NOT SUBMIT ALL REQUIRED DOCUMENTATION.

SECTION 3 – MONTHLY EXPENSES

MORTGAGE/RENT	\$	<input style="width:90%;" type="text"/>	.00	PHONE	\$	<input style="width:90%;" type="text"/>	.00
SECOND MORTGAGE	\$	<input style="width:90%;" type="text"/>	.00	DAYCARE	\$	<input style="width:90%;" type="text"/>	.00
FOOD	\$	<input style="width:90%;" type="text"/>	.00	TRANSPORTATION	\$	<input style="width:90%;" type="text"/>	.00
MEDICAL	\$	<input style="width:90%;" type="text"/>	.00	VEHICLE PAYMENT 1	\$	<input style="width:90%;" type="text"/>	.00
DENTAL	\$	<input style="width:90%;" type="text"/>	.00	VEHICLE PAYMENT 2	\$	<input style="width:90%;" type="text"/>	.00
HYDRO	\$	<input style="width:90%;" type="text"/>	.00	VEHICLE INSURANCE	\$	<input style="width:90%;" type="text"/>	.00
CABLE	\$	<input style="width:90%;" type="text"/>	.00	VEHICLE UPKEEP	\$	<input style="width:90%;" type="text"/>	.00
WATER	\$	<input style="width:90%;" type="text"/>	.00	GAS	\$	<input style="width:90%;" type="text"/>	.00
HEAT	\$	<input style="width:90%;" type="text"/>	.00	OTHER*	\$	<input style="width:90%;" type="text"/>	.00

*Itemize other expenses below:

SECTION 4 – TOTAL EXPENSES

TOTAL MONTHLY EXPENSES	\$	<input style="width:95%;" type="text"/>	.00
TOTAL MONTHLY NET INCOME	\$	<input style="width:95%;" type="text"/>	.00

All information is subject to verification and could result in an overaward if information is misreported.

Appeal Request Form continues on page 3.

SECTION 5 – DECLARATION

By submitting this request for an appeal, I understand that:

- All terms agreed to on my application will remain in force.
- StudentAid BC may consider information from prior applications in my appeal request.

I certify that information provided with this request is accurate and correct.

 CHECK MARK	PRINT STUDENT'S FIRST AND LAST NAME	MM/DD/YYYY
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Collection and use of information: The information included in this form and authorized above is collected under Sections 26(c) and 26(e) of the *Freedom of Information and Protection of Privacy Act*, and under the authority of the *Canada Student Financial Assistance Act*, R.S.C. 1994, Chapter C-28 and StudentAid BC. The information provided will be used to determine eligibility for a benefit through StudentAid BC and for statistical and evaluation purposes. If you have any questions about the collection and use of this information, contact the Director, StudentAid BC, Ministry of Post-Secondary Education and Future Skills, PO Box 9173, Stn Prov Govt, Victoria B.C., V8W 9H7, telephone 1-800-561-1818 (toll-free in Canada/U.S.) or +1-778-309-4621 from outside North America.

Upload completed Appeal Request Form and all required documentation to your StudentAid BC Dashboard at studentaidbc.ca/dashboard.