



## Application for Tuition Bursary

This information is being collected under the Authority of the College's Act and is protected under the provisions of the Freedom of Information and Protection of Privacy Act (F.O.I.P.P.). Information on this form is used to determine your eligibility for the above bursary. If you have any questions about the collection of this information, you may contact the Registrar at (780) 751-3207.

### To be eligible, applicants must meet the following conditions:

- Must be enrolled in an NLC program. The tuition bursary is not available to students in programs where fees are forwarded by NLC to the delivering institution.
- Financial need.
- Paying own tuition (self-sponsored) and not receiving funding that is designated for tuition payment. The College must be informed of any funding or bursary received during the academic year for which the tuition bursary is approved.
- Tuition bursaries that are approved are applied as a credit for tuition for NLC programs (per academic year or semester).
- When an application for tuition bursary has been submitted and a decision has not yet been received, the applicant will be required to either sign a fee deferral agreement or pay full tuition on or before registration day. Established timelines for fee deferrals and refund procedures will apply upon approval of the tuition bursary.

Name of Applicant: \_\_\_\_\_  
Last First Middle

Student ID # \_\_\_\_\_ Birthdate: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Prov.: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Program Name: \_\_\_\_\_ Campus: \_\_\_\_\_

Program Start Date: \_\_\_\_\_ Program End Date: \_\_\_\_\_

\_\_\_\_\_ **A copy of Tax Assessment from Canada Customs and Revenue for the previous year for self (and spouse, or parents, if applicable) must be attached for this application to be considered.**

### \_\_\_\_\_ **Other Financial Information:**

Marital status: \_\_\_\_\_ No of Dependents: \_\_\_\_\_

Gross income (monthly, prior to study) self: \_\_\_\_\_ spouse: \_\_\_\_\_  
Parents (if living at home) \_\_\_\_\_

Will you be receiving any Financial Assistance/Sponsorship for the academic period?

☐ NO

☐ YES: Agency: \_\_\_\_\_

\_\_\_\_\_ *Sponsor contact (name & phone)*

\_\_\_\_\_ *If yes, description of assistance being received:*

\_\_\_\_\_ **Description of circumstances** – attach additional information that will assist the College in determining your financial need for the tuition bursary including any additional financial information, budget information, special circumstances etc.

I am applying for a Tuition Bursary for academic period indicated. The above information is complete and accurate to the best of my knowledge and I agree to inform Northern Lakes College of any changes to the enrolment or sponsorship information indicated. I am aware that I must maintain the above enrolment as a student in good academic standing to maintain my eligibility for the bursary and understand and acknowledge that the bursary may be withdrawn or adjusted based on any changes to my financial status. In the event that the bursary is withdrawn, full tuition will be charged and normal refund policies will apply.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## TUITION BURSARY APPLICATION

### INSTRUCTIONS FOR COMPLETION:

1. Upon acceptance into a Northern Lakes College program, applicants who are paying their own tuition fees may apply for a tuition bursary by completing the "Application for Tuition Bursary."
2. When an application for tuition bursary has been submitted and a decision has not yet been received, the applicant will be required to either sign a fee deferral agreement or pay full tuition on or before registration day. Established timelines for fee deferrals and refund procedures will apply upon approval of the tuition bursary. Although the College will make every attempt to deal with Tuition bursary applications in a timely manner, applicants should make application well in advance of registration in the program.
3. The application needs to be completed in full and signed by the applicant and all relevant information must be submitted. Applicants should read the conditions of approval carefully and be fully aware of their responsibilities regarding attendance and notification of funding approvals. Applicants are encouraged to visit one of the College counsellors and/or contact the Student Awards Administrator for assistance in applying for this bursary.
4. The completed application is forwarded to the **Student Awards Administrator –**

email: [awards@northernlakescollege.ca](mailto:awards@northernlakescollege.ca)

Mail: Student Awards Administrator –  
Northern Lakes College  
1201 Main Street S.E.  
Slave Lake AB T0G 2A3

5. The application is reviewed by the Registrar and a decision is made regarding eligibility and amount of tuition bursary, if any. Tuition bursaries are granted according to how they are normally charged (ie if the fee is charged per term, the bursary is applied as the approved percentage of each term tuition).
6. The applicant is informed through a letter of the decision and, if approved, a refund or credit to tuition for the period is applied to the student account.

#### Office Use Only

**Student Name:** \_\_\_\_\_

**Student ID #:** \_\_\_\_\_

**Program:** \_\_\_\_\_

**Campus:** \_\_\_\_\_

<input type="checkbox"/> <u>Approved:</u>	Term 1:	Term 2:	Term 3:	TOTAL:
Tuition Amount	\$ _____	_____	_____	_____
Tuition Bursary ( _____ %)	\$ _____	_____	_____	_____

☐ Not Approved:  
Comments: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
Registrar