

**DEADLINE**

Six weeks before your study period ends.

**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**

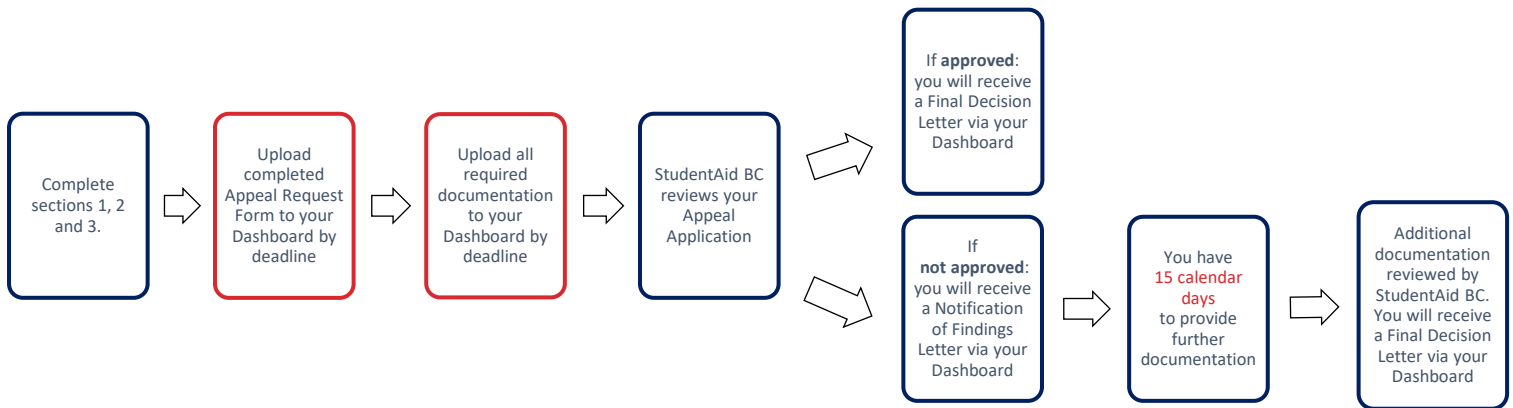
You can submit an appeal to change your classification from a [dependent](#) student to an [independent](#) student if you meet one or more of the following criteria:

- You no longer communicate with your family due to an irreconcilable rift and can provide satisfactory evidence of a severe and permanent breakdown in the relationship between you and your parent(s), such as being disowned. The family rift must have existed for at least one year unless a serious situation has arisen recently.
- You were a youth under the guardianship of, or in an agreement with, a provincial or territorial child welfare agency on your 19<sup>th</sup> birthday.

**Note:** If you incorrectly indicated that you are a modified independent student (meaning there was no rift between you and your parent(s)) on your application, you must upload an [Appendix 7 – Request for Reassessment](#) to your StudentAid BC [Dashboard](#) and your parent(s) must mail an original [Appendix 1 – Parent Information](#) form with an ink signature.

**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, 2 and 3.
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

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STUDENT'S APPLICATION NUMBER

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STUDENT'S LAST NAME

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STUDENT'S FIRST NAME

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MIDDLE INITIAL

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### SECTION 2 – REQUIRED DOCUMENTATION

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

- A statement from you** describing the family rift, how long the rift has existed and why it continues.
- A letter from a responsible third party** testifying as to the truthfulness of your explanation and providing an independent assessment of the situation. The third party could be any of the following: counsellor, psychologist, religious advisor, doctor, teacher, and/or mature relative outside the immediate family or family friend. The status of the third party and their relationship to you must be identified in the letter.
- A letter from your parent(s)/step-parent/sponsor/legal guardian** describing the family rift, how long the rift has existed and why it continues. If a parental letter cannot be obtained, a second letter from another professional third party must be submitted.
- A letter from the appropriate provincial or territorial agency** confirming that you were a youth under the guardianship of, or in a Youth Agreement with, the agency on your 19th birthday (if relevant to your appeal circumstance).

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

### SECTION 3 – 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.

<b>X</b>	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 Advanced Education and Skills Training, 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](http://studentaidbc.ca/dashboard).**