

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.

DEPENDENT STUDENT APPEAL CRITERIA

As a [dependent](#) student, you can submit an appeal request for B.C. residency if any of the following apply:

- Your parent(s) reside in or maintain a family home in B.C., even if one parent works in another province.
- Your parent(s) live in B.C., but your sponsor lives in another province.
- Your parent(s) are separated or divorced and the parent with whom you normally reside or from whom the principal financial support is received is a resident of B.C.
- Your parent(s) have been stationed abroad for a definite period of time (e.g. military service) and lived in B.C. for at least 12 months before leaving the country.
- Your parent(s) are not living in Canada and you are studying in B.C.
- Your parent(s) are permanent residents who have been resident in B.C. for less than 12 months prior to the commencement of study.
- Both you and your parents originally resided in B.C., but parent(s) have resided in another province for 12 consecutive months, and you remained in B.C. to begin or continue post-secondary education.

INDEPENDENT STUDENT APPEAL CRITERIA

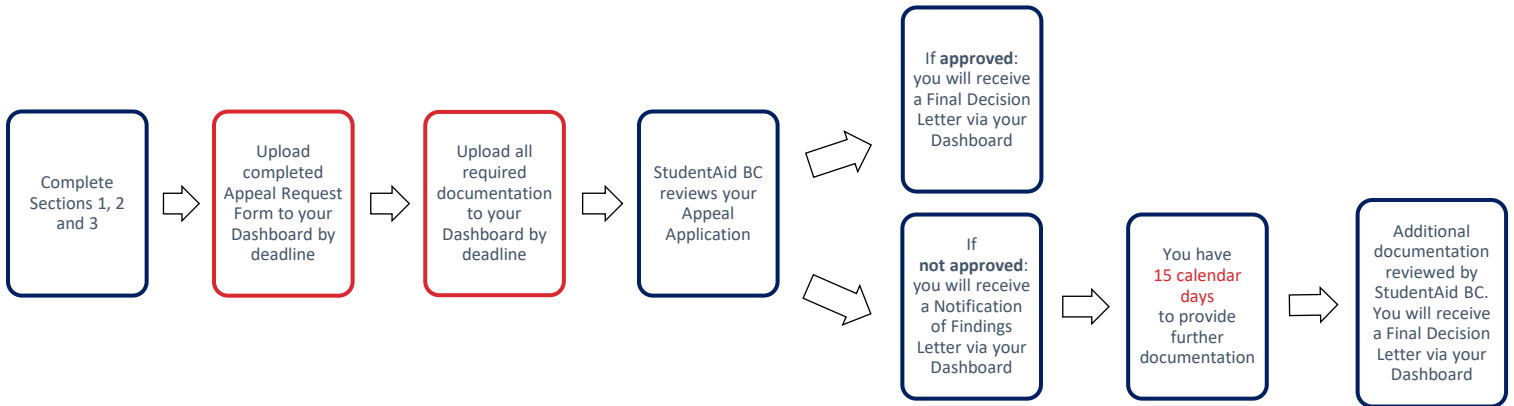
As an [independent](#) student, you can submit an appeal request for B.C. residency if any of the following apply:

- You are married/common-law and both you and your spouse/partner originally received student financial assistance from a province other than B.C. but are now both studying in B.C. and B.C. is the province of residency for one of you.
- You are a married/common-law student from another province attending a B.C. post-secondary institution and your spouse/partner is employed in B.C. The working spouse must provide documentation of employment (pay stubs, letter from employer, etc.) in B.C. for 12 consecutive months prior to the first day of classes in the study period.
- You are considered to be a resident of another province but have completed four years of full-time study in B.C. prior to the start date of classes for which student financial assistance is being requested (the Province of British Columbia will accept these students as residents).
- You and your spouse/partner are both attending school in a third province (in which neither you or your spouse is a resident), each of you will then be considered a resident of your original province, unless mutual agreement among provinces is reached.

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 instructions continue on page 2.



Appeal Request Form starts on page 3.

Refer to the StudentAid BC [Policy Manual](#) for more information on appeals.

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 letter explaining:

- Why you should be considered a resident for StudentAid BC purposes,
- Your and/or your parent’s residence history (provinces, territories, countries) for the past 10 years,
- Your activities (work, study, etc.) during the past 10 years, and
- Why you cannot apply, or have not applied, to your previous province of residency.

All supporting documentation such as:

- All *official* post-secondary transcripts if you have completed 4 years of full-time post-secondary studies in B.C.
Any fees charged by your institution to provide your official post-secondary transcripts are your responsibility and will not be reimbursed by StudentAid BC.
- An appeal denial letter from your previous province of residency, if applicable.
- A letter from a professional third party, if applicable.
- A copy of your lease, rental, or tenancy agreement.
- Copies of your paid utility receipts.

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.



CHECK MARK

PRINT STUDENT'S FIRST AND LAST NAME

MM/DD/YYYY

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, 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 (250)-387-6100 from outside North America.

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