WHO Completes Appendix 2?

The applicant’s spouse/common-law partner. If your spouse/common-law partner has arrived in Canada as a permanent resident and does not have a valid Social Insurance Number (SIN), apply as “married” and leave the SIN field blank. When your spouse/common-law partner has received a valid SIN, you must submit an Appendix 7 – Request for Reassessment with a copy of their SIN to StudentAid BC.

Do Not Complete the Appendix 2 if, as of the first day of classes:

- Your spouse/common-law partner is not a Canadian citizen or permanent resident AND does not live in Canada. Apply as “single”;
- You have eligible dependent child(ren) under your care, living in Canada, AND your spouse/common-law partner is not a Canadian citizen or permanent resident (does not have a valid Social Insurance Number) and does not live in Canada. Apply as a single parent student.

Are You Common-Law?

You and your partner are considered to be common-law if you meet both of the following:

- You are currently living together in a marriage-like relationship;
- You will have been living together for at least 12 consecutive months as of your first day of classes for this application.

Declaration and Consent

Read, sign and date both the Canada Revenue Agency consent and the StudentAid BC declaration. Without the complete information including dates and signatures, we cannot process the student’s application. Once you have completed Appendix 2, return it to the applicant to submit with his/her application. No faxes, scans or copies are accepted as original signatures are required.

Next Step

When the Appendix 2 is complete, include it with your application and submit to StudentAid BC. An incomplete or unsigned Appendix 2 will not be processed and will delay funding. Sign BOTH signature blocks below.

Help for the Spouse/Common-Law Partner

Question 18 Marriage/Common-law Date

This is the date you were married or, if common-law, the date you began living together in a marriage-like relationship.

Question 21 Separate Living Allowances

If you must live separately from the applicant during the study period, separate living allowances will be assessed.

Question 30 Total Income from 2018 Income Tax Return

Enter the amount from line 150 of your 2018 income tax return. The amount you report will be checked against Canada Revenue Agency (CRA) records. If the amount you report is different from CRA records, CRA data will be used in the applicant’s need assessment calculation. If your previous year total income (as reported on Line 150 of your 2018 tax return) changes, a reassessment of the applicant’s financial assistance application will be required. If you did not file a Canadian Income Tax Return for 2018, enter your total 2018 income from all sources both inside and outside Canada, which includes employment, pension investment, rental, RRSP, foster parent, net professional income, workers’ compensation, employment insurance and disability assistance. Convert foreign currency into Canadian dollars. StudentAid BC receives regularly updated information from CRA and may, after the point of initial StudentAid BC application assessment, compare income amount(s) declared on the application against CRA records, to ensure that the applicant’s financial need remains up-to-date and accurate.

Submission Instructions

Upload signed Appendix 2 to the student’s OR spouse’s/common-law partner’s dashboard.

If you have already submitted your StudentAid BC application, and you are completing Appendix 2 to make changes to your original submission, include an Appendix 7 - Request for Reassessment, with your submission.
### Appendix 2

**STUDENT INFORMATION**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>MIDDLE INITIAL</th>
<th>SOCIAL INSURANCE NUMBER</th>
<th>APPLICATION NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2019</td>
</tr>
</tbody>
</table>

**SPOUSE / COMMON-LAW INFORMATION**

<table>
<thead>
<tr>
<th>SOCIAL INSURANCE NUMBER</th>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>MIDDLE INITIAL</th>
<th>DATE OF BIRTH</th>
<th>GENDER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CANADA REVENUE AGENCY CONSENT – must be signed and dated for this application to be complete**

For the purposes of verifying the data provided in this application for student assistance, I hereby consent to the release, by the Canada Revenue Agency, to the Ministry of Advanced Education, Skills and Training (or a person delegated by the ministry), of taxpayer information from any portion of my income tax records that pertains to information given by me on any StudentAid BC application. The information will be used solely for the purpose of verifying information on my StudentAid BC application forms and for the general administration and enforcement of StudentAid BC policy and the Canada Student Financial Assistance Act. This authorization is valid for the two taxation years prior to the year of signature of this consent, the year of signature of this consent and for any other subsequent consecutive taxation year for which assistance is requested.

**StudentAid BC DECLARATION – must be signed and dated for this application to be complete**

I. I understand that:
   1. The student will have access to information provided in this appendix;
   2. The student’s school will have access to information provided in this appendix;
   3. The information in this appendix is subject to verification and investigation, as defined in the current program year’s StudentAid BC Policy Manual.

II. I understand that signing the Declaration means:
   1. The student’s school will have access to information provided in this appendix;
   2. The student’s school will have access to information provided in this appendix;
   3. The information in this appendix is subject to verification and investigation, as defined in the current program year’s StudentAid BC Policy Manual.

**Collection and use of information.** The information included in this appendix and authorized above is collected and managed in accordance with sections 26(c) and 26(e) of the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996, c. 165, 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 research, statistical and evaluation purposes. If you have any questions about the collection and use of this information, contact the Executive Director, StudentAid BC, BC Ministry of Advanced Education, Skills and 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.
**SPOUSE / COMMON-LAW INFORMATION**

**STUDENT’S APPLICATION NUMBER**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>0</td>
<td>1</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

(19) During the applicant’s study period, will you be employed full-time or part-time?  
[ ] YES  [ ] NO

(20) During the applicant’s study period, will you be at home caring for eligible dependant child(ren) on a full-time basis for the entire study period?  
[ ] YES  [ ] NO

(21) During the applicant’s study period, will you be living with the applicant during the study period?  
[ ] YES  [ ] NO

(22) Will you be a full-time post-secondary student for some or all of the applicant’s study period?  
[ ] YES  [ ] NO

(23) If you will be a full-time post-secondary student during the applicant’s study period, how many weeks of the applicant’s study period will you also be in studies?  
___________ weeks

(24) During the applicant’s study period, provide total income assistance/social assistance (welfare) and/or B.C. income assistance for persons with disabilities that you will be receiving:  
$ [ ] [ ] [ ] [ ] .00

(25) During the applicant’s study period, will you be in receipt of Employment Insurance (EI) benefits?  
[ ] YES  [ ] NO

(26) During the applicant’s study period, will you be in receipt of federal or provincial Permanent Disability benefits?  
[ ] YES  [ ] NO

(27) During the applicant’s study period, how much will you pay for your Canada student loan and/or provincial student loan regular scheduled payments?  
$ [ ] [ ] [ ] [ ] .00

(28) During the applicant’s study period, how much will you pay for total day-care costs?  
(Only one parent may claim day-care costs.)  
$ [ ] [ ] [ ] [ ] .00

(29) During the applicant’s study period, how much will you pay for child support and/or spousal support that you pay?  
$ [ ] [ ] [ ] [ ] .00

(30) Enter your reported total income from line 150 of your 2018 income tax return. If you did not file a 2018 income tax return, enter your total income from all sources **both inside AND outside of Canada.**  
$ [ ] [ ] [ ] [ ] .00