Appendix 5

Canada

TRANSFER OF SCHOOL



PURPOSE	HOW TO COMPLETE THE APPENDIX 5				
If you have received StudentAid BC funding, the Appendix 5 "Transfer of School" allows you to transfer to a different school during the study period without having to re-apply for student financial assistance.	 Appendix 5 is completed by: You; Your original institution; and Your new institution. StudentAid BC will process the transfer and notify you accordingly of any changes to the assessment. 				
WHEN SHOULD I COMPLETE AN APPENDIX 5 "TRANSFER OF SCHOOL"?	WHEN SHOULD I COMPLETE AN APPENDIX 7 "REQUEST FOR REASSESSMENT TO CHANGE SCHOOLS"?				
If you have already received funding from StudentAid BC for your 2023/2024 application; and If your school has already confirmed your enrolment; and	If you have not received loans or grant funding from StudentAid BC for your 2023/2024 application. You do not have any non-refundable tuition/book costs.				
The break between studies at your original school and your new school is two weeks or less ; and	Tou do not have any hon-refundable tultion/book costs.				
You have non-refundable tuition and book costs.					

IMPORTANT!

Contact your financial aid office if you are transferring to a different campus of the same school to determine if an Appendix 5 is required.

If the break in studies between your original school and your new school is more than two weeks, you are considered to have withdrawn from your original school. In order to continue to receive funding, you must submit a new full-time application. Do NOT complete this form.

SUBMISSION INSTRUCTIONS

Email completed Appendix 5 to StudentAidBC@gov.bc.ca. OR upload signed Appendix 5 to your Dashboard account.

TUITION REFUNDS

Students who transfer schools may be eligible for a tuition refund as determined by the original school. The tuition refund should be given directly to the student to apply towards the tuition fees at the new school.

The deadline for submitting a completed and correct Appendix 5 is six weeks before your new study period ends.

2023/2024

Appendix 5

Canada

TRANSFER OF SCHOOL



Wr	at is your original 2023/2024 application number?				nswered)			
Only answer questions (in ink) where the information is now different from your original full-time application. Ensure you sign and date the Declaration.										
PΕ	RSONAL INFORMATION									
(1)	LAST NAME NOTE: Your last name MUST match the name on your Social Insurance Number card/	/letter								
				SOCIAL	INSUF	RANCE	NUM	1BER		
(2)	FIRST NAME NOTE: Your first name MUST match the name on your Social Insurance Number cards	/letter								
(3)	MIDDLE NAME		IS THI	S A CHA	NGF C	F ADD	RFS!	3?		
(4)	MAILING ADDRESS			ES [NO					
	Apt./suite Street Number and Street Name/PO Box		(12) F	ROGRAI	M/FACU	LTY AT	NEW	SCHO	OOL	
	Use this line for any part of your address not indicated above			(13) MAJOR/DEPARTMENT/OPTION AT NEW SCHOOL						
(6)	CITY/TOWN									
(7)	COUNTRY				1					
(8)	PROVINCE/STATE(11) POSTAL/ZIP CODE									
(9)	AREA CODE TELEPHONE NUMBER (
(10)	E-MAIL ADDRESS: Notifications will be sent to this address					_	_	_	_	
OR	RIGINAL SCHOOL INFORMATION									
(14)	TO BE COMPLETED BY AN OFFICIAL AT YOUR ORIGINAL NAME OF SCHOOL	SCHO	OOL							
(15)	Did the student attend your school?									
	nfirm that the student had been attending full-time studies for the period indicated below (include Chrisfull semester):	istmas	and/or s	pring bre	ak if the	e stude	nt att	ended		
(16)	START DATE AT ORIGINAL SCHOOL DATE STUDENT LAST ATTENDED (17) TOTAL AMOUN YEAR MONTH DAY YEAR MONTH DAY NON-REFU			G THIS P		OF FULL			IES	
	\$	JNDADEL	.00		\$	JORGAN		.0	0	
1	(18) SIGNATURE OF SCHOOL OFFICIAL NAME OF SCHOOL OFFICIAL		DAT	E SIGNE YEAR	D	MONTH	i	DAY	Т	
	MUST BE SIGNED PRINT HERI	E] [
SCHOOL OFFICIAL TELEPHONE NUMBER AREA CODE TELEPHONE NUMBER (
	OFFICIAL STAMP OR SEAL OF SCHOOL NOTE: If the break in studies from		MI	NISTRY	USE O	NLY				
	original school to new school is more than two weeks, do not complete Appendix 5. Please submit a withdrawal notification to StudentAid BC.									

NEW SCHOOL AND PROG	RAM INFORMATION								
(19) SCHOOL NAME			COLLOOL CODE						
			SCHOOL CODE						
EMAIL OF FINANCIAL AID OFFICE	OR REGISTRAR'S OFFICE		PROGRAM CODE						
(20) MANUADO ADDRESO OF FINAN	VISIT www.StudentAidBC.ca to find codes								
(20) MAILING ADDRESS OF FINAN	NCIAL AID OFFICE OR REGISTRAR'S (DEFICE	OFFICIAL STAMP OR SEAL OF SCHOOL						
(24) CITY/TOWN	(22) DOSTAL /	ZID CODE	STAMP/SEA	L HERE					
(21) CITY/TOWN	(22) POSTAL / 2	ZIP CODE							
(23) PROVINCE/STATE	AREA CODE TELE	 !PHONE NUMBER (Financial Aid (Office) AREA CODE FAX NUMBI	ER (Financial Aid Office)					
] -					
(24) COUNTRY	(25)	TYPE OF SCHOOL - MAR	RK ONE						
		A PUBLIC B PR AC	RIVATE C PUBLIC NON-ACADEMIC	D PRIVATE NON-ACADEMIC					
(26) PROGRAM/FACULTY	(26a	a) MAJOR/DEPARTMENT/C	OPTION	\neg					
(27) DATE CLASSES START	(28) DATE CLASSES END		NEW SCHOOL END DATE	CANNOT BE					
YEAR MONTH DAY	Y YEAR MONTH	DAY	MORE THAN 52 WEEKS F						
			SCHOOL START DATE						
(28a)TOTAL WEEKS	(29) STUDENT'S INTENDED CO	DURSE LOAD							
	%								
(30) Prior learning assessment			(30)	YES NO					
(31) What year will the student be in	in for this application period? (1st, 2nd, 3r	(31)	YEAR						
(32) How long is the program? (if lo	one than 60 wooks, mark (1) in how)		(32)	WEAR(S)					
(32) How long is the program? (if le	ess than 60 weeks, mark '1' in box.)		(32)	YEAR(S)					
(33) Is your program being delivere	ed online?		(33)	YES NO					
			ESSIONAL						
	CERTIFICATE/ ASSOCIATE/ UNIVERSI CITATION DIPLOMA TRANSFE			cal doctor, UNCLASSIFIED/ yer, etc.) QUALIFYING					
(34) Program type (mark one)	A B	C D	E F	G H					
(2E) Ctudent easter must be about in	Canadian dellara								
(35) Student costs: must be shown in			(25-)						
(a) Actual tuition. Do not ded	luct any sponsored tuition amount or tuition	on aiready paid by the stude	ent (35a) \$.00					
(b) Mandatory fees. Do not in	nclude optional fees		(35b) \$.00					
(c) Program related costs			(35c) \$.00					
(d) Exceptional expenses			(35d) \$.00					
(36) Student awards: must be shown	in Canadian dollars		_						
` '	of merit-based scholarship(s) and needs-	-based bursaries the studen	t will receive	.00					
from your school			(36a)	.00					
(37) SIGNATURE OF SC	CHOOL OFFICIAL	PRINT NAME	DATE SIGNED	MONTH					
MUS'	T BE SIGNED	PRINT HER	YEAR	MONTH DAY					
· ·									

IMPORTANT: PLEASE ANSWER ONLY QUESTIONS WHERE THE INFORMATION IS NOW DIFFERENT FROM YOUR ORIGINAL APPLICATION

PERSONAL INFORMATION									
(38) NEW STUDENT NUMBER (if known)									
(39) Are you a student with a permanent disability, or a persistent or prolor on a daily basis? You must meet the definition of either permanent dis disability to be eligible to apply for StudentAid BC disability funding.		(39)		YES		NO			
(40) During your study period, provide total income assistance/social assistance for persons with disabilities that you will be receiving:	tance (welfare) and/or B.C. income	(40)	\$.00		
STUDY PERIOD INFORMATION									
(41) Between the date classes start and the date classes end, will you be o	on a co-op/paid work term?	(41)		YES		NO			
(42) While you are in school, will you be living with your parent(s)/step-pare home owned or rented by them?	ent/sponsor/legal guardian or living in a	(42)		YES		NO			
ALLOWABLE EXTRA COSTS									
(43) Day-care costs that you incur for your child(ren) age 11 years or under. Do not include any child-care subsidy amount, only the amount you pay. Only one parent may claim these day-care costs.			\$.00		
(44) Child support and/or spousal support that you pay.		(44)	\$.00		
(45) If you must relocate to a different city to attend school and you will retuperiod, what is the cost of one return trip home?	urn home at least once during your study	(45)	\$.00		
INCOME INFORMATION									
(46) Enter your reported total income from line 15000 of your 2022 Income	Tax Return.	(46) \$.00		
If you did not file a 2022 Income Tax Return, enter your total income from all sources both inside AND outside of Canada. This income will be matched with Canada Revenue Agency records, which may affect your assessment of need.									
(47) Merit-based scholarships or need-based bursaries, including provincial government scholarships.			\$.00		
(48) Funding you will receive, or you are contributing, to help meet specific you will receive or will voluntarily contribute towards your education do									
(a) Government funding (e.g., E.I. training allowance, social assistance payments intended to cover education related costs)			\$.00		
(b) Non-government (private sector) funding (e.g. employer)			\$.00		
(c) Voluntary contributions from parent(s)/step-parent/sponsor/legal guardian							.00		
STUDENTAID BC DECLARATION – ALL STUDENTS MUS	ST READ, SIGN AND DATE								
This Appendix forms part of the student's Application for student financial assistance. As such, the S force and effect in respect of this Appendix.	tudent Declaration and Canada Revenue Agency Conse	nt previously	signed	by the stu	dent hav	e full lega	1		
(49) SIGNATURE OF STUDENT (IN INK)	PRINT NAME	ATE SIGNE	D	MON	тн	DAY			
MUST BE SIGNED	PRINT HERE								
Collection and use of information. The information included in this form and authorized above is collected under ss. 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, Ministry of Post-Secondary Education and Future Skills, PO Box 9173, Stn Prov Govt, Victoria BC, V8W 9H7, telephone 1-800-561-1818 (toll-free in Canada/U.S.) or +1-778-309-4621 from outside North America.									
DEADLINE Your complete and correct Appendix 5 must be received by StudentAid BC at least six weeks before the new study end date.									
EMAIL COMPLETED APPENDIX 5 TO: StudentAidBC@gov.bc.ca OR upload signed Appendix 5 to your Dashboard account. Visit us online at www.StudentAidBC.ca									