

British Columbia Loan Forgiveness Program Instructions and Application

Application and registration for the BC Loan Forgiveness Program must be completed one year prior to reception of program benefits

Instructions and Information

1. Review the information available on the BC Loan Forgiveness Program at StudentAidBC.ca.
2. Complete the application and submit prior to the beginning of your eligible employment period. The BC Loan Forgiveness Program is not retroactive.
3. You must have a StudentAid BC online account to receive notifications. If you are a new user of StudentAid BC, create an online account at www.StudentAidBC.ca.
4. Your application must include a copy of an original letter confirming employment in an eligible occupation at a publicly funded facility in British Columbia either;
 - in an eligible underserved community; or,
 - working with children.
5. Your employment letter must contain all of the following:
 - a. Company letterhead;
 - b. Dated within one month of the date of application;
 - c. Signed and dated;
 - d. Name and occupation;
 - e. Employment status (full-time/part-time/casual on-call);
 - f. Hired/start date;
 - g. Name of publicly funded facility;
 - h. Community; and,
 - i. Whether working with children (if/when required for specific occupations).
6. Read and complete the Application Package Checklist prior to submitting your application. Please be advised that an incomplete application package will not be considered and will be returned to you.
7. Read, sign and date **SECTION 2 – Declaration**, and return the completed package to StudentAid BC [via the document upload option on your StudentAid BC online account, or by mail or courier to the appropriate address listed below](#):

Mailing Address:

Ministry of Advanced Education, Skills & Training
StudentAid BC
PO Box 9173
Stn Prov Govt
Victoria BC V8W 9H7

Courier Address:

StudentAid BC
Ministry of Advanced Education, Skills & Training
1st fl, 835 Humboldt Street
Victoria, BC V8V 4W8

Program Requirements and Process

1. You must not be in full-time studies.
2. You must be in repayment of your BC student loan.
3. Both your British Columbia and Canada (if applicable) student loans must not be restricted, in default, delinquent or impacted by bankruptcy.
4. For each year you are registered in the program and employed in an eligible occupation at a publicly funded facility in British Columbia either in an eligible underserved community or working with children, and meet the minimum 100 in-person service hours requirement, the Province will pay the interest on the B.C. portion of your Canada-B.C. integrated student loan debt. If you do not achieve the minimum of 100 hours of in-person service hours you will be removed from the program and the interest that has accrued on your student loan debt will be capitalized into principal, and you will be responsible for payment.
5. The Province will forgive the outstanding B.C. portion of your Canada-B.C. integrated student loan debt (including interest) at a rate of 20% per year for up to five years if you are employed in an eligible occupation at a publicly funded facility in British Columbia either in an eligible underserved community or working with children, and providing equal to or greater than 400 hours of in-person service. If you provide between 100 and 399 hours of in-person service in a given year, the outstanding portion of your loan will be forgiven at the prorated rate indicated below:

Hours of In-Person Service	Percentage Debt Forgiveness
0 to 99	0
100 to 249	10
250 to 399	15
400+	20

6. You may leave and re-enter the program if you still have B.C. Student Loan debt and meet all the program requirements. Upon re-entry the program restarts the 5 year program length and you will receive up to 20% of any remaining B.C. Student Loan debt per year.
7. One year after your initial program registration date (your “anniversary date”), you will be required to submit a signed employment letter from your employer, health authority or contractor documenting your hours of in-person service at a publicly funded facility in British Columbia either in an eligible underserved community or working with children. You will receive notification requesting your employment letter one month prior to your anniversary date, and you will have 45 days after your anniversary date to submit. Failure to submit a signed employment letter after 45 days will result in your removal from the program.
8. Loan forgiveness will be paid on the B.C. portion of your Canada-B.C. integrated student loan principal amount for the one year period beginning the date you were approved and registered in the program by StudentAid BC. The amount will vary depending on the number of in-person service hours delivered as indicated above.

British Columbia Loan Forgiveness Program – Application Package Checklist

Final Checklist for Applicants

Prior to submitting your B.C. Loan Forgiveness Program application package, please ensure that you have met all pre-screening requirements by referring to the StudentAid BC website (Studentaidbc.ca). The mailed application package submitted to StudentAid BC must include each of the following documents before it can be considered for approval:

- A fully completed and signed B.C. Loan Forgiveness Application form.
- A current employment letter written and signed by your employer. The employment letter must be dated within 30 days of your application.

Note: An incomplete B.C. Loan Forgiveness Program Application package will be returned to the applicant.

