

Student Financial Services  
Department of Innovation and  
Advanced Learning  
P.O Box 2000  
90 University Avenue, Suite 212  
Charlottetown, PE C1A 7N8  
Tel: 902 368-4640  
www.studentloan.pe.ca



**2010/2011  
Student Loan Appeal Form**

<b>Office Use Only</b>
File Number
Date Received

Refer to the online information guide. Student Loan Appeal”, for information on appealing your assessment and to “Section 12: Important Deadlines” for the deadline dates.

**Please remember to complete all necessary sections and provide all necessary documentation.**

**Note: Students must also submit a Pre-Study Report, if not previously submitted.**

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Student's Last Name

Student's Given Name

Middle Initial

Telephone Number

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Address Where Living While in School

City

Province

Postal Code

SIN Number: \_\_\_\_\_

**Possible reasons for appealing your student loan assessment are:**

*Please check the appropriate box(es) and provide required documentation as indicated.*

Please ensure that all supporting documentation is included with this form.

**Appeal of Student Contribution and/or Academic Costs**

Reasons	Supporting Documentation
<input type="checkbox"/> Expenses were too high during your pre-study period to enable you to save the expected student contribution.	Complete Section 1 of this form and provide verification of all expenses (i.e. receipts, bank statements, etc.).
<input type="checkbox"/> No work was available.	Provide verification of your search for full-time employment with letters from at least five potential employers or complete the <b>Job Search</b> section (form available online) on your <b>Pre-Study Report Form</b> .
<input type="checkbox"/> Only part-time work or a reduced work period.	
<input type="checkbox"/> Attended summer session.	Provide receipts or verification of successful completion.
<input type="checkbox"/> Illness or injury.	Provide a letter from your doctor.
<input type="checkbox"/> Academic costs that exceed Student Financial Services allowances (tuition, books, other educational costs).	Provide a letter from your educational institution or receipts.

**Appeal of Parental/Spousal Contribution**

<input type="checkbox"/> Unexpected and unavoidable expenses do not enable parents to contribute the expected amount. (i.e. emergency home repairs or uninsured medical bills)	Complete Section 2 of this form and provide verification to support all major expenses (i.e. receipts, bank statements, etc.)
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**Note:** Ongoing monthly expenses i.e. mortgage, loans, utilities, food, etc are not an appeal option.  
Refer to the “PEI Moderate Standard of Living Allowances” table on the website.

**Financial Assistance Requested**

Amount of financial assistance approved/received (to date) for 2010-2011 (including Student Loan and Grants: \$ \_\_\_\_\_

Amount of additional financial assistance you are requesting for the 2010-2011 academic year: \$ \_\_\_\_\_

## Section 1: Appeal of Student Contribution

### Breakdown of Major Expenses

List below all major expenses you had during your pre-study period. Some examples of major expenses include: apartment lease payments, vehicle payments, vehicle insurance, vehicle repairs, travel to work, medical/dental expenses, summer school tuition and books, etc. **Make sure you provide documentation to verify all major expenses and that you have your "Pre-study Report" form filled out properly, if not previously submitted.**

Description	Cost	Description	Cost
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
		<b>Total Expenses</b>	\$

## Section 2: Appeal of Parental/Spousal Contribution

### Exceptional Expenses

Exceptional expenses are large unexpected and unavoidable expenses that do not occur on a regular basis. Since these expenses are unavoidable they will be considered in your assessment. Some examples of exceptional expenses are listed below. In addition to proper verification, please provide a written explanation of why you had to incur the expenses. **Make sure you provide documentation to verify all expenses and the student submits a Pre-study Report form, if not previously submitted.**

Uninsured medical/prescriptions/dental/orthodontics, etc.	\$
Unavoidable emergency home repairs	\$
Unavoidable emergency vehicle repairs	\$
Other (specify)	\$
Please explain reason for incurring exceptional expense(s), attach separate sheet if necessary:	
If there is a reduction in family income for 20010, visit our website ( <a href="http://www.studentloan.pe.ca">www.studentloan.pe.ca</a> ) for an "Estimate of Parental Income" form. Married/Common-Law Students: alternative appeal options apply, please contact Student Financial Services at (902) 368-4640	

**Declaration:** I declare that the information submitted on this form is correct to the best of my knowledge and should my financial resources/income or expenses change, I agree to notify Student Financial Services immediately. I make this declaration knowing that it is an offense under the Canada Student Financial Assistance Act to knowingly make false statements or misrepresentation in an application form or other document or to willfully provide any false or misleading information.

	<b>X</b> S I G N H E R E
Date	Student's Signature (in ink)
	<b>X</b> S I G N H E R E
Date	Parent 1/Spouse/Common-law Partner's Signature (in ink)
	<b>X</b> S I G N H E R E
Date	Parent 2's Signature (in ink)

**Faxed and emailed copies of this form are not accepted.**

Deadline dates are strictly enforced.

**Note: Students must also submit a Pre-Study Report**