What is Emergency Financial Aid?

Emergency financial aid may come in the form of short-term loan or bursary designed to help students remain in school when the completion of their University education is threatened by financial circumstances that are out of their control. For example, this could include (but is not limited to) situations such as:

1. You can’t afford essential needs such as groceries or rent.
2. Your student loan has been approved and it will cover your semester costs, however, it is late and you need to pay for rent, food, or purchase textbooks in the interim.
3. You have an emergency expense (e.g. your furnace breaks down in -40˚ weather).
4. Your health and dental plan doesn’t cover required medical needs.
5. You require emergency shelter due to a dangerous living situation or act of violence.
6. You require support for temporary housing due to displacement by fire or other unforeseen environmental hazard.
7. You require funds for exceptional life circumstances (e.g. illness in the family).

Where do I submit this form?

1. If you are a student with a Federated College, you submit this application to your Registrar’s Office of your Federated College for consideration.
2. If you are a student with the Faculty of Social Work or the Faculty of Education, you submit this application to your Faculty Student Services office for consideration.
3. All other students, complete all sections of this form and submit to:
   - In Person or By Mail: Student Awards & Financial Aid, Room 108, Ad-Hum Building
   - Fax: (306) 585.5559
   - Email: student.loans@uregina.ca
4. A staff member in Enrolment Services will meet with you to review this application.

Documentation Required

(Other documentation may be requested upon review of application)

- **If you are in need of funding to pay for outstanding bills, rent, groceries, or other expenses:**
  - Current copies of each outstanding bill or a copy of your rent receipt or rental agreement, and your previous three months of bank statements.

- **If you are in need of funding to pay for textbooks:**
  - Printout of textbooks list from your online account.

- **All other requests:**
  - A printout of your previous three months of bank statements.
Student Information

LAST NAME: ___________________________  FIRST NAME: ___________________________
STUDENT ID NUMBER: ____________________
CURRENT MAILING ADDRESS: _______________________________________________________
PHONE: ___________________________  EMAIL: ______________________________________
FACULTY: ___________________________  FEDERATED COLLEGE: ____________________

Declaration and Consent

➢ I declare that the information I have provided in this application is true, complete and accurate.
➢ I understand that all information I have provided in connection with this application is subject to verification and audit by the University of Regina.
➢ I understand the funds may be repayable and if so, promise to repay the funds in the timeframe agreed upon.
➢ I understand that any funds I receive are waived of late payment fees, except for default of payment, at which time it will be subject to late payment fees at the current rate as set by Financial Services.
➢ I understand that if I receive a loan, my student account will be flagged indicating I have a loan to repay and will not be allowed to register for courses, convocate, or obtain transcripts until my account is cleared.

Privacy

➢ Personal information in connection with this application is collected under the authority of The University of Regina Act and is needed for educational, administrative and statistical purposes, to process your application and decide your eligibility for the emergency funding for which you have applied.
➢ If you have any questions about the collection, use and disclosure of your personal information by the University of Regina, please contact: Associate Director, Enrolment Services, Room 108 Administration-Humanities Building, University of Regina, Regina, SK, S4S 0A2, 306.585.4591.

STUDENT SIGNATURE: ___________________________  DATE: _________________________
Financial Requirement

Have you previously applied for emergency funds? □ No: _______ □ Yes: _______ Term: ______________
(Students are normally permitted only one emergency funding request in their academic career at the University of Regina)

Indicate the total loan amount you are requesting: $________________

Provide details on what you plan to use the funds for:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
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</tbody>
</table>

Purpose of Request

Explain in as much detail as possible the circumstances that have led to your loan application. You may be required to provide documentation to support your request.

________________________________________________________________________________________________________________________________________________________
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Financial Disclosure

Provide the following information for the current semester (ie: all four months) to the best of your knowledge:

<table>
<thead>
<tr>
<th>SEMESTER INCOME (for 4 months)</th>
<th>SEMESTER EXPENSES (for 4 months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Loan Funding: $__________</td>
<td>Tuition: $________________</td>
</tr>
<tr>
<td>Scholarship/Bursary: $___________</td>
<td>Books: $________________</td>
</tr>
<tr>
<td>Third-Party Assistance: $_________</td>
<td>Rent: $________________</td>
</tr>
<tr>
<td>Employment: $__________________</td>
<td>Utilities: $________________</td>
</tr>
<tr>
<td>Spouse/Partner Income: $__________</td>
<td>Food: $________________</td>
</tr>
<tr>
<td>Child Tax Benefit: $____________</td>
<td>Bus/Car/Gas: $____________</td>
</tr>
<tr>
<td>Other (Explain): $______________</td>
<td>Child Care: $____________</td>
</tr>
<tr>
<td></td>
<td>Other (Explain): $____________</td>
</tr>
</tbody>
</table>

Semester Income Total: $__________  Semester Expenses Total: $__________

Loan Option

If approved for a loan, I will be able to pay the loan back by ________________.

Outline the source of income forthcoming to repay the loan:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________