



# FULL-TIME STUDENT BURSARY APPLICATION

PROVIDENT AGENCY  
 206-2750 Quadra Street  
 Victoria, BC, V8T 4E8  
 Toll-Free: 1 (866) 380-1990  
 Fax: 1 (250) 380-6030

## DESCRIPTION

A Bursary is a non-repayable award granted to a full-time student who:

- Is progressing satisfactorily in their credential program
- Submits a completed Full-time Bursary Application form
- Demonstrates that they need financial assistance to complete their current academic period

As bursary funds are limited, preference is given to those students who demonstrate that they have exhausted all other sources of financial assistance.

Although it is not required, students are encouraged to include a letter outlining their particular financial circumstances to help the Bursary Committee understand their current financial situation.

## ELIGIBILITY CRITERIA

The Student:

1. Must be a citizen or permanent resident of Canada.
2. Must be enrolled in a credential program of a recognized university or college.
3. Must be enrolled as a full-time student during the bursary academic period.
4. Must successfully complete a level/term of full-time study in their program (or four months of full-time study for those programs not term or level based) in the recent term/four month of study.
5. Must have an overall GPA of at least 60% in prior full-time studies.
6. Is expected to have applied and have been assessed for financial need by the government student loan program from their home province.
7. Must document financial need by completing a bursary application form.
8. Can apply for a full-time Student Bursary one time only per calendar year.
9. For the Fall October 30 deadline and the Spring June 30 deadline, your program or intake start date must be for a bursary – eligible program for that deadline.
10. Application must be received by the Provident office by **4pm** on the deadline dates:

Term	Deadline Date	
FALL	October 30	• Open to designated programs, level/terms and intake start dates

WINTER	January 30	
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SPRING	June 30	• Open to designated programs, level/terms and intake start dates
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COMPLETE ONE APPLICATION ONLY

## PERSONAL DATA

Institution		Student ID	
Program Name		Grade Point Average	
Option		Social Insurance Number <i>(required for income tax purposes)</i>	
<input type="radio"/> Mr. <input type="radio"/> Ms.	Last Name	First Name	
Birthday (yyyy/mm/dd)		Citizenship <input type="radio"/> Canadian Citizen <input type="radio"/> Permanent Resident	

## CURRENT MAILING ADDRESS

Apt No.	Street Address		
City	Province	Postal Code	Telephone

## HOME ADDRESS *(if different from mailing address)*

Apt No.	Street Address		
City	Province	Postal Code	Telephone

Secondary School Last Attended		Last Grade Completed	
Location		Last Year Attended	
Marital Status <input type="radio"/> Single <input type="radio"/> Single Parent <input type="radio"/> Married, no children (include common-law) <input type="radio"/> Married, with children (include common-law)			
List dependent children in your custody	_____	_____	_____
	Name	Age	Name
	_____	_____	_____
	Name	Age	Name



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Housing during this academic period  
 Residence you own    Rental unit you rent    Live with parents    Campus Residence

List any community services or student activities in which you participate

## DEBT

1. Government Student Assistance

a. Have you applied for StudentAid or out of province assistance for the current academic term?    No    Yes

Canada Student Loan	Provincial Student Loan	Total Student Loan Debt	Grants
\$	\$	\$	\$ 0.00

b. What is your cumulative student assistance debt load (including your assistance for the current academic term)?

Canada Student Loan (do not include grants)	Provincial Student Loan (do not include grants)	Total Student Loan Debt (do not include grants)
\$	\$	\$ 0.00

2. If no, why have you NOT applied for student loans for this academic period?

3. Have you applied for a Line of Credit through a bank or credit union?    No    Yes

When did you apply for the Line of Credit? (state month and year MM/YYYY) \_\_\_\_\_

How much have you been approved for?                      How much do you have left?                      Monthly interest payment?

\$	\$	\$
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4. What is your total credit card(s) debt? \$ \_\_\_\_\_

a. Minimum monthly payment? (remember to include this in your budget section as well) \$ \_\_\_\_\_

5. Other financial assistance received for the current academic term (RRSP withdrawals, private loans, etc.)

Source (name of organization)	Date Received	Amount Received

## INCOME

6. If working part-time, complete:

Name of Employer	Hourly Wage	Average number of hours per week

7. Other income received for the current academic term (bursaries, scholarships, etc.)

Source (name of organization)	Date Received	Amount Received

## ASSETS

8. List the Value of assets you (and your spouse) own (e.g. bank account, mutual funds, bonds, GICs, RRSPs, rental property, etc.)

Type	Current Value
Type	Current Value



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9. Do you (and your spouse) have a vehicle? Include uninsured vehicles  No  Yes: If yes, do you  Own  Lease

YEAR	MAKE/MODEL	TYPE	PURCHASE/LEASE DATE		PURCHASE PRICE	ESTIMATED RESALE VALUE
			YEAR	MONTH		
					\$	\$

## BUDGET

Calculate your budget for the current academic term (all months you are in school the current term, e.g. January through to May)

Date classes started current academic term 

Y	Y	Y	Y	M	M
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 Date classes will end 

Y	Y	Y	Y	M	M
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 equals  (A)  Number of months in the current academic term

**It is highly recommended that you attach a letter to outline your particular financial circumstances, include amount(s) of exceptional expenses and explain why you require additional funds. A letter will help the Bursary Committee understand your financial situation.**

MONTHLY EXPENSES	
Housing (Rent or Mortgage)	\$
Groceries (food, cleaning supplies)	
Utilities (heat, light, phone, cable)	
Transportation (bus pass or car expense)	
Medical/dental (premiums, prescriptions)	
Personal care/miscellaneous	
Minimum monthly credit card payment (see #4a)	
Loan payment (specify)	
Child care (include subsidy amount)	
Alimony you pay (explain in a letter)	
Property taxes (pro-rated monthly)	
House insurance (pro-rated monthly)	
Car insurance (pro-rated monthly)	
Other (Specify)	
Monthly Total (B)	<b>\$ 0.00</b>

MONTHLY INCOME	
Your part time work take home pay	\$
Spouse's work take home pay	
Employment Insurance income	
Sponsor/agency income (HRSDC, WCB, band, etc)	
Canada Child Tax Credit (CCTC)	
Universal Child Care Benefit (UCCB)	
Daycare subsidy you receive	
Pension (CPP) or disability income	
Asset income (rental, interest)	
Alimony or child support you receive	
Other (Specify)	
Other (Specify)	
Monthly Total (F)	<b>\$ 0.00</b>

Enter total monthly expenses (B)	<b>\$ 0.00</b>
Multiply by your number of months (see box A)	<b>0</b>
Equals academic period total B x A = (C)	<b>\$ 0.00</b>

Enter total monthly income (F)	<b>\$ 0.00</b>
Multiply by your number of months (see box A)	<b>0</b>
Equals academic period total F x A = (G)	<b>\$ 0.00</b>

OTHER ONE-TIME EXPENSES	
Tuition and fees for current academic term	\$
Books, materials, supplies	
Other (specify)	
Other (specify)	
One-time Expenses Total	<b>\$ 0.00</b>
Total all EXPENSES for this academic period (box C + box D = E)	<b>(E) \$ 0.00</b>

OTHER INCOME	
Parent or family contributions	\$
Your Government Student Assistance (See #1A)	
Bursaries, scholarships, etc. (see #7)	
Spouse's student assistance and bursaries (if a student)	
Sponsored tuition and books	
Other (specify)	
Other (specify)	
Total all INCOME for the academic period (box G + box H = I)	<b>(I) \$ 0.00</b>



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**My request: (expenses – income = request)**

EXPENSES (box E) \$ 0.00 Minus INCOME (box I) \$ 0.00 Equals REQUEST \$ 0.00

Provident collects your personal information including your contact information, educational and financial information for the purpose of awarding bursaries to eligible students.

**DECLARATION:** I understand that I am applying for funding based on financial need, and that by signing below it means:  
I certify that the information I have provided on this application is complete and accurate.

- I am and will continue to be a full-time student for the academic period stated in this application.
- I consent to Provident releasing my name and emergency service connection information

Signature	Date
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