



**Student Awards & Financial Aid**  
Ira G. Needles Hall (NH)  
Waterloo, Ontario, Canada N2L 3G1  
519-888-4567 | ext. 33583 | fax 519-746-2882 | [safa.uwaterloo.ca](mailto:safa.uwaterloo.ca)

## 2019-2020 PART-TIME Bursary/Award Application

I am applying for a part-time bursary and/or I am applying for a specific bursary/award. Please specify:

Please indicate the term for which you are applying. Part-time students must apply for assistance each term.

Fall Winter Spring

### Personal Information

Student Number

Last Name

First Name

Living with parents during study term? Yes No

#### OSAP student Status

Single Dependent  
*less than 4 years out of high school*  
complete section A,D,E,F

Single Independent  
*more than 4 years out of*  
*highschool* complete section D, F

Sole Support Parent  
complete section C,D, F

Married/Common Law  
*Defined as a common-law relationship that has been in place for a minimum of three*  
*years, or if you are raising a child of the common-law union.*  
complete section B,C,D,E, F

Have you applied for part-time OSAP or other out of province funding this term? Yes No

If you have answered NO, please first apply for part-time OSAP or out of province funding before submitting the part-time bursary application

### Section A: Parent(s)' Information

Required documentation: Parent(s)' most recent Canada Revenue Agency (CRA) Notice of Assessment (NOA).

Parent(s)' marital status Married Single Divorced / Separated Common-Law

Number of dependents including applicant Number of dependents in post-secondary education

### Section B: Spouse Information

Required documentation: spouse's most recent Notice of Assessment (NOA) from Canada Revenue Agency (CRA) and most recent pay stub.

Name of Spouse Occupation

### Section C: Dependent Information

Number of dependent children Ages of your dependents

Do any of your children over the age of 16 have a permanent disability? Yes No

## Section D: Monthly Budget

### Monthly Income / Resources

Include all sources of income such as employment, government income, interest income etc.

If you are reporting \$0 income/resources, please attach a letter of explanation on how your daily costs are being met.

#### **Student's monthly gross income**

*Proof required: most recent paystub*

Source of income	Value
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**Total student gross monthly income (A)**

#### **Spouse monthly gross income**

*Proof required: most recent Notice of Assessment from Canada Revenue Agency and most recent paystub.*

Source of income	Value
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**Total Spouse Gross Income (B)**

**Total Monthly Income  
(Line A + Line B) (C)**

**Total Term Income  
(Line C x 4 months) (D)**

**Financial Aid for the term  
(OSAP, bursaries, scholarships, etc) (E)**

**Total Term income/ resources  
(Line D + Line E) (F)**

For office use only

### Monthly Living Expenses

Rent / Mortgage

Utilities

Phone

Food

Personal Care

Clothing

Public Transportation

Laundry and Dry Cleaning

Entertainment

Childcare

*only include if you are taking on campus courses*

**Total Monthly  
Living Expenses (G)**

**Term Living expenses (H)  
(Line G x 4months)**

### Term Educational Expenses

Tuition

Compulsory fees

Books

**Total educational  
expenses (I)**

**Total term expenses (J)  
(Line H + Line I)**

**(Line J minus Line F)  
Bursary amount requested**

## Section E: Declaration of Consent for Parents and Spouse

I authorize the University of Waterloo to release a copy of this application to the appropriate awards selection committee(s) and to the award donor, including copies of any income information attached to this application.

I understand that the collection of personal information provided on this application or accompanying documentation is used solely for the purpose of determining eligibility for bursary assistance.

I declare that all of the information that I have given on this form is complete, true, and accurate. If any information is inaccurate, I understand that any bursary funds may be reassessed and/or withdrawn.

Parent 1 Signature

Date

Parent 2 Signature

Date

Spouse Signature

Date

## Section F: Applicant's Declaration and Consent

I authorize the University of Waterloo to release a copy of this application to the appropriate awards selection committee(s) and to the award donor, including my academic record and copies of any information attached to this application.

In order to adjudicate my application for a university/college bursary/award, I authorize the University of Waterloo to release my financial need information and University of Waterloo bursary decision to the appropriate award selection committee(s).

I understand that I am responsible for providing all required documentation as indicated on this application or as directed by the University of Waterloo Student Awards & Financial Aid office. I understand that if I do not submit the required documentation/information I may not be considered for a bursary.

I declare that all of the information that I have given on this form is true and accurate. If any information is inaccurate, I understand that any bursary awarded may be reassessed and/or withdrawn.

Applicant's Signature

Date

### **Please submit completed applications to:**

Student Awards & Financial Aid  
Ira G. Needles Hall (NH)  
University of Waterloo  
200 University Avenue, West  
Waterloo, Ontario  
N2L 3G1

### **Checklist (incomplete applications will not be considered)**

- Have you applied for the government financial aid programs?
- Have you attached proof of income for parent(s)/spouse/applicant?
- Have you completed the budget?
- Have you provided a detailed explanation of your financial situation?
- Have you ensured all the required signatures are complete?