Undergraduate International Student Work Study Form

Summer (deadline: third Friday in June)

Use this form to be considered for the International Undergraduate Student Work Study Program. Return the completed form to Student Financial Services, Red Box, 3rd Floor UC.

- Registration in 1.5 credits minimum per semester is required for the Work Study Program.
- You will be notified of your eligibility by email.

Name: ____________________________________________
Student ID #:____________________________________
Local Phone #:____________________________________
Email address: ___________________________________@uoguelph.ca
Semester Level: ________________________________
Program: _______________________________________
Major: _________________________________________

Marital status:
☐ Single
☐ Married
☐ Separated
☐ Sole Support Parent

If you have indicated that you are married, is your partner a student –
☐ At Guelph? (Provide Student ID #)__________________________
☐ Another institution?
☐ Other: _______________________________

If YOU have children: how many children in each age group will be living with you full time?

_____ 0-11yrs
_____ >12yrs
1. What is your current citizenship status? 

2. Outline your original financial plan upon entering the University of Guelph and describe how you intended to finance your education costs through to graduation:

3. Explain what has changed with your situation to create your current financial difficulties?

4. Are you a sponsored student?
   - [ ] No
   - [ ] Yes – if yes, who is your sponsor? 

5. Have you received Work Study Financing before?
   - [ ] a. Yes
   - [ ] b. No

6. Have you applied for permanent resident status?
   - [ ] a. No
   - [ ] b. Yes – if yes, please be advised that the application and right-of-landing fees will be considered part of your income/resources. While applying for permanent resident status is your right, the University expects a student to use their income/resources for academic and living purposes.
Required Documentation
A photocopy of your personal bank statement(s), showing a running balance for the past three months. (Your application will NOT be processed without this.)

Please complete the 4 month budget below:

**A. Income/Resources**

**Married students’ budget should reflect income and expenses for the family**

- Bank balance at the beginning of school period before paying tuition/expenses: $__________
- Parents/Spouses contribution towards tuition, fees, living expenses, etc.: $__________
- Academic Awards/Bursaries/Scholarships: $__________
- Part time earnings during study period (include work-study): $_______ x 4 months: $__________
- Sponsorships Funding: $__________
- Student bank loan/Personal Line of credit (available balance only): $__________
- Investments, e.g. GICs, mutual funds, bonds, RSP’s, etc. (specify below): $__________
- Partner’s monthly income after deductions (if applicable): $_______ x 4 months: $__________
- **Total Income/Resources**: $__________
### B. Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and incidental fees</td>
<td>$_______</td>
<td>x 1 semesters</td>
</tr>
<tr>
<td>Books and supplies</td>
<td>$_______</td>
<td>x 1 semesters</td>
</tr>
<tr>
<td>Rent/Residence</td>
<td>$_______</td>
<td>x 4 months/ 1 semesters</td>
</tr>
<tr>
<td>Utilities</td>
<td>$_______</td>
<td>x 4 months</td>
</tr>
<tr>
<td>Phone</td>
<td>$_______</td>
<td>x 4 months</td>
</tr>
<tr>
<td>Food/Meal plan</td>
<td>$_______</td>
<td>x 4 months/ 1 semesters</td>
</tr>
<tr>
<td>Laundry</td>
<td>$_______</td>
<td>x 4 months</td>
</tr>
<tr>
<td>Entertainment/Personal costs</td>
<td>$_______</td>
<td>x 4 months</td>
</tr>
<tr>
<td>Clothing</td>
<td>$_______</td>
<td>x 4 months</td>
</tr>
<tr>
<td>Medical/Dental – (attach original receipts, including dispensing fees)</td>
<td>$_________</td>
<td></td>
</tr>
<tr>
<td>Child care cost for married or sole support parent (must attach receipts)</td>
<td>$_________</td>
<td></td>
</tr>
<tr>
<td>Other (specify)</td>
<td>$_________</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$_________</td>
<td></td>
</tr>
</tbody>
</table>

### C. Need

Subtract total expenses from total income/resources  

<table>
<thead>
<tr>
<th>Income/Resources</th>
<th>Total Need</th>
</tr>
</thead>
<tbody>
<tr>
<td>$_________</td>
<td>$_________</td>
</tr>
</tbody>
</table>

Additional Comments: ____________________________________________

________________________________________

Additional Comments: Please attach a separate sheet if necessary.

I certify that the information contained in this application is complete and true. I agree to provide Student Financial Services with any documentation necessary to verify the above noted information. I understand that failure to provide such documentation may affect current or future eligibility for the Work Study program. I further understand that should my eligibility for the Work Study program be terminated, I may be required to refund any funding I have received from the University under the Work Study program.

X___________________________

Signature: ___________________________  Date: ___________________________

Return the completed form to Student Financial Services, Red Drop Box, 3rd Floor, University Centre  
University of Guelph  
Guelph ON N1G 2W1