



Completed appeal forms and any required documentation should be submitted via the RED BOX in Student Financial Services, 3<sup>rd</sup> floor of the University Centre **OR** scanned and emailed from the applicants U of G email account to awards@uoguelph.ca **OR** faxed to (519) 823-9421.  
You will be notified of your appeal decision by email to your @uoguelph.ca email address.

- This form is used to appeal a bursary decision
- This form is used by Undergraduate or Graduate students who are Canadian citizens or Permanent Residents

Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Applicant's Marital status:     Single     Married/Common-law     Sole Support Parent

If you have indicated that you are married/common-law, your partner is:

- A student at the University of Guelph (Student ID #: \_\_\_\_\_ )
- A full-time student at another institution
- Employed: \_\_\_\_\_  
Partner's monthly income after deductions \$ \_\_\_\_\_
- Other \_\_\_\_\_

If you have children, how many children in each age group will be living with you full time?    \_\_\_ 0-11 yrs    \_\_\_ >12 yrs

**Summary of Appeal**

Please describe your financial circumstances that outlines the reasons for your appeal. Your explanation below will be considered by the review committee. An attached letter is also acceptable.

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**Committee Use Only:**

**Awards Office Only**

Decision/Comments/Signature:	Bursary: ___ Approve ___ Deny
	Amount:
	AIDE:
	On SAR:
	Cheque:
Notification:	Notified :

**Please complete the budget below for your study period**

**A. Applicant's Income & Financial Resources for your Study Period (if 1 term, adjust the number of months) *\*\*Married students' budget should reflect income and expenses for the family\*\****

Bank balance(s) of all accounts at the beginning of study period before paying tuition/expenses	\$ _____
Parent(s)/Partner's contribution towards tuition, fees and living expenses etc.	\$ _____
OSAP or Out of Province Student Loans	\$ _____
Awards/ Bursaries/ Scholarships	\$ _____
Part-time earnings (include Work Study/GTA/GRA/GSA)	\$ _____
Sponsorships funding (include Band funding)	\$ _____
Registered Education Savings Plan RESP (current study period withdrawal amount)	\$ _____
Investments, e.g. TFSA, GICs, mutual funds, bonds, etc.,	\$ _____
Government Income, e.g. CPP, ODSP, EI, OW, Child Tax Benefit, etc.	\$ _____
Student bank loan/ Personal Line of credit (available balance only)	\$ _____
All other income not listed above, e.g. Spousal/Child support (specify) _____	\$ _____
<b>Total Income/Resources</b>	<b>\$ _____</b>

**B. Applicant's Expenses for the Study Period (if 1 term, adjust the number of months)**

Tuition and incidental fees	\$ _____ x 2 semesters	\$ _____
Books and supplies	\$ _____ x 2 semesters	\$ _____
Rent / Residence	\$ _____ x 8 months/ 2 semesters	\$ _____
Utilities (Hydro/Gas)	\$ _____ x 8 months	\$ _____
Phone / Internet	\$ _____ x 8 months	\$ _____
Food / Meal plan	\$ _____ x 8 months/ 2 semesters	\$ _____
Laundry	\$ _____ x 8 months	\$ _____
Entertainment / Personal costs	\$ _____ x 8 months	\$ _____
Child care cost for applicants who have at least one child (must attach receipts)		\$ _____
Other costs not listed above (attach an itemized list of what these costs are and include receipts)		\$ _____
<b>Total Expenses</b>		<b>\$ _____</b>

**C. Financial Shortfall**

Subtract total expenses from total income/resources **Total Financial Need** \$ \_\_\_\_\_

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 bursary. I further understand that should my eligibility for the bursary be terminated, I may be required to refund any funding I have received from the University under the bursary.

X \_\_\_\_\_

Signature

Date