



International undergraduate and graduate students should use this form to be considered for an in-course bursary and/or a Summer Work Study position.

Email the completed form and required attachments to awards@uoguelph.ca from your U of G email.

- **This Financial Need Assessment form will be used to evaluate you for appropriate bursaries.**
- Please read and complete the application thoroughly. Incomplete applications will be denied.
- Undergraduate students must be registered in a minimum of 1.5 credits to apply for a bursary and 2.0 credits to apply to the Work Study program.
- Graduate students must be registered full-time to apply for a bursary and/or Work Study.
- Apply for Work Study in the summer and then re-apply using a new Fall and/or Winter application.
- Students must have completed ONE year of studies to apply for an in-course bursary or Work Study.
- You will be notified of your eligibility by email to your @uoguelph.ca email address.

Bursaries are not intended to fund non-educational expenses or to repay your debts.

Name: _____ Student ID #: _____

Degree: _____ Program: _____ Department: _____

U of G email address: _____ Local phone #: _____

Is this your final semester? Yes No

Marital status: Single Married Sole Support Parent

If you have indicated that you are married, is your partner:

A student at the University of Guelph? (Student ID #: _____)

A full-time student at another institution?

Other (e.g. employed): _____

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

Committee Use Only:

Awards Office Only:

Decision/Comments/Signature:	Bursary: ___ Approve ___ Deny	Work Study: ___ Approve ___ Deny
	Amount:	Approved Summer:
	AIDE:	AIDE:
	On SAR:	Notified:
	Rfnd:	
Notification:	Notified:	

I am applying for (can select multiple):	Deadline date to apply: (NOTE if the deadline falls on a weekend or holiday, the form will be accepted the next business day.)
<input type="checkbox"/> In-Course Bursary	July 4 for a summer bursary (unless there is an emergency, in which case you need to email an International Student Advisor)
<input type="checkbox"/> Work Study	By June 17 for a summer position (The application for fall and winter Work Study will be available mid-August.)

1. What is your home country? _____

2. Please explain how you planned to finance your University of Guelph studies through to graduation. Explain what extenuating conditions happened to change or affect your budget and why you now require assistance. Attach a separate page if necessary. **Include documentation that supports the extenuating circumstances.**

3. Explain what has changed your situation to create your current financial difficulties. Attach a separate page if necessary. If you are requesting funding to cover travel costs, please attach receipts.

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

Graduate Students Only

Who is your advisor/supervisor? _____

Advisor's email address: _____ Ext. _____

GTA/GRA/GSA Information: To be completed by the **Chair (or designate)** of your Department. **Applications will be returned to the student if this is not completed in full.** Must be completed even if reporting '\$0.00' (no funding).

Semester	Year	Indicate GTA/GRA/GSA (Specify)	Amount Committed to this Student**
Summer			

** This information will be verified against payroll data. Discrepancies will result in the re-evaluation of bursary and Work Study decisions and, in some cases, students may be required to return their funding to the University of Guelph.

X _____

Chair (or designate) full name

Date

Required Documentation (All Students)

You **MUST** include a photocopy of **ALL** of your personal bank statement(s) with this form, showing a running balance for the past two months. (Your application will NOT be processed without these documents.)

Please complete the 4-month budget below (sections A, B and C for May to August)

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** \$ _____

Parent's/Spouse's contribution towards tuition, fees, living expenses, etc. \$ _____

Academic Awards/Bursaries/Scholarships \$ _____

Graduate Students Only: GTA/GRA/GSA (specify) _____ \$ _____

Employment income during study period \$ _____ x 4 months \$ _____

Sponsorship funding \$ _____

Student bank loan/Personal line of credit (available balance only) \$ _____

Investments, e.g., GICs, mutual funds, bonds, etc. (specify) _____ \$ _____

Partner's monthly income after deductions (if applicable) \$ _____ x 4 months \$ _____

Any other income such as Government of Canada benefits \$ _____

Total Income/Resources \$ _____

B. Expenses

Tuition and incidental fees	\$ _____ x 1 semester	\$ _____
Books and supplies	\$ _____ x 1 semester	\$ _____
Rent/Residence	\$ _____ x 4 months/ 1 semester	\$ _____
Utilities	\$ _____ x 4 months	\$ _____
Phone	\$ _____ x 4 months	\$ _____
Food/Meal plan	\$ _____ x 4 months/ 1 semester	\$ _____
Laundry	\$ _____ x 4 months	\$ _____
Entertainment/Personal costs	\$ _____ x 4 months	\$ _____
Clothing	\$ _____ x 4 months	\$ _____
Medical/Dental – (attach original receipts, including dispensing fees)		\$ _____
Childcare cost for married or sole support parent (must attach receipts)		\$ _____
Other (specify and attach receipts) _____		\$ _____
	Total Expenses	\$ _____

C. Need

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

If your Total Need is greater than \$5,000, please include a statement about how you will fund your shortfall.

I have provided all bank account documentation and supporting documents as required. Please initial: _____

If you have any additional comments, please attach a separate sheet.

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

X _____
Signature Date

Completed forms and required documentation can be emailed from your University email account to awards@uoquelph.ca.