

International undergraduate 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 [finaid@guelphhumber.ca](mailto:finaid@guelphhumber.ca) from your U of GH 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.
- 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 and/or Work Study.
- You will be notified of your eligibility by email to your @guelphhumber.ca email address.

Bursaries are not intended to fund non-educational expenses or to repay your debts. Bursaries are provided to students who are experiencing unexpected or unforeseen financial shortfalls.

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

Program: \_\_\_\_\_ Local phone #: \_\_\_\_\_

U of GH email address: \_\_\_\_\_@guelphhumber.ca

Is this your final semester? ☐ Yes ☐ No

Marital status: ☐ Single ☐ Married/Common-Law ☐ Sole Support Parent

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

☐ A student at the University of Guelph/Guelph-Humber? (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

For Office Use Only:		
Decision/Comments/Signature:	Bursary: ____ Approve ____ Deny	Work Study: ____ Approve ____ Deny
	Amount:	Approved Summer:
	AIDE:	AIDE:
	On SAR:	Notified:
	Rfnd:	
Notification:	Notified:	

<b>I am applying for</b> (can select multiple):	<b>Deadline date to apply:</b> (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	<b>July 22</b> for a summer bursary (unless there is an emergency, in which case you need to email a Student Financial Service Advisor at <a href="mailto:finaid@guelpphumber.ca">finaid@guelpphumber.ca</a> )
<input type="checkbox"/> Work Study	

1. What is your home country? \_\_\_\_\_
2. Please explain how you planned to finance your University of Guelph-Humber 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 how you will overcome your financial difficulties for your remaining semesters. List the financial resources that you will access to support yourself. Attach a separate page if necessary.

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

## 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 September to April)

### A. Income/Resources

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

Bank balance at the beginning of school period <b>before paying tuition/expenses</b>		\$ _____
Parent's/Spouse's contribution towards tuition, fees, living expenses, etc.		\$ _____
Academic Awards/Bursaries/Scholarships		\$ _____
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		\$ _____
<b>Total Income/Resources</b>		\$ _____

### B. Expenses

Tuition and incidental fees	\$ _____ x 1 semester	\$ _____
Books and supplies	\$ _____ x 1 semester	\$ _____
Rent/Residence (must attach receipts)	\$ _____ x 4 months/ 1 semester	\$ _____
Utilities	\$ _____ x 4 months	\$ _____
Phone	\$ _____ x 4 months	\$ _____
Food/M 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) _____		\$ _____
<b>Total Expenses</b>		\$ _____

### C. Need

Subtract total expenses from total income/resources	<b>Total Need</b>	\$ _____
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**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 (DD/MM/YYYY)

- Completed forms can be:**
1. Submitted to GH112, Student Financial Services Office.
  2. Scanned and emailed from your GryphMail e-mail account to [finaid@guelphhumber.ca](mailto:finaid@guelphhumber.ca).