Saskatchewan
Ministry of
Advanced Education,
Employment and
Immigration

Student Financial Assistance Branch
200 - 3303 Hillsdale Street
Regina, SK S4S 6P4
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1 800 597-8278
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2011-2012 Program Information
(For Post-Secondary Programs Only)

File No. For Office Use Only

A. Student: Social Insurance No. _____

Student No. *(if applicable)* _____

Full Name *(please print)* _____

Message to Students

Following is a summary of the schools and programs that ***REQUIRE THIS FORM****:*

- Any program at any school located outside Saskatchewan
- Any program that is not listed in the Table of Schools and Program Codes at the University of Regina, University of Saskatchewan, or SIAST
- Any program at a private school located in Saskatchewan (e.g., private vocational schools, private religious schools)
- Any competency-based program at Woodland Campus or Wascana Campus of SIAST
- With the exception of university programs, any program at a Regional College
- Any program offered through NORTEP Inc.

TO BE COMPLETED BY SCHOOL OFFICIAL - *See reverse for instructions*

B. School: Name _____ Educational Institution Code _____

Address _____

C. Program: Name _____

Program Start and End Dates: THIS PERIOD CANNOT EXCEED 52 WEEKS

Start Date Day Month Year _____ End Date Day Month Year _____

Program Level of Study. Check (✓) the applicable box. ☐ Certificate ☐ Diploma ☐ Bachelor's Degree ☐ Master's Degree ☐ PHD

Year ____ of a ____ year program

Percentage of a course load this student will be taking: ____ % course load

D. Is this student taking the majority of this program by correspondence, distance education or internet studies?
☐ Yes ☐ No

Tuition/Book Costs: *give the following amounts in* ***Canadian*** *currency.*

Cost of Tuition and Compulsory Fee $ _____ Cost of Books and Supplies $ _____

Please notify Student Financial Assistance Branch promptly if any of this program information changes.

Signature of Signing Official

Signing Official's Name (print) _____

X _____

Signing Official's Title (print) _____

Date _____

Signing Official's Telephone Number _____

Email Address _____

Information for School Official

- The purpose of this form is to provide information on costs and the study period dates of the student's program.

- Refer to the ***Information for Educational Institutions*** at www.student-loans.sk.ca

- This form **does not** confirm enrolment.

- This form will cover a maximum of one academic year (**up to 52 weeks**). This form is to be completed for **post-secondary programs only.** If program information changes, advise Student Financial Assistance Branch.

Section A
- Student information to be completed by student or educational institution.

Section B
- For all other schools/programs, enter the School name, Educational Institution Code, address and Program name. The Educational Institution Code is a four-character alpha code that has been assigned by the federal government as an identifier. View the **Master Designation List** at www.canlearn.ca/eng/main/designated/ldi.shtml.

Section C
- If the academic period is more than one semester, indicate the start of the first semester/term as the start date and the end of the last semester/term as the end date.

- Indicate the **Level of Study**.

- For Saskatchewan Regional Colleges, if the college is delivering a program supplied by another institution (i.e. a SIAST campus), enter the name of the supplying institution along with the Program name. If the student is enrolled in a university program at the college, the student will complete the Program Information Section on the application using the applicable university codes.

- When entering the **Year of Program** indicate the year the student is enrolled in. For example, if the student is entering the second year of a four-year program, enter: [2] **of** [4]. If the program length is one year or less, enter: [1] **of** [1].

Section D
Tuition and Compulsory Fees
- Tuition is the fee payable for the teaching and instruction received in a post-secondary educational institution. Compulsory fees include annual admission fees required when submitting applications, student council fees, student services fees, field trip costs, examination fees, graduate thesis costs and other amounts payable by students to the school. These fees are obligatory in connection with their program of study and may include fees payable for membership in professional or other societies.

  The amount to be stated is the total of tuition costs plus all costs of compulsory fees as outlined above which the student is required to pay. **Do not** include costs of residency/dormitory fees.

Books and Supplies
- Books and Supplies consist of textbooks and expendable supplies, such as computer and related costs, note books, paper, pens, pencils, typing and photocopying services and other similar supplies required to complete the program of study.