APPENDIX C
SPOUSE OF MARRIED/ COMMON-LAW APPLICANTS

2011-2012

For file reference purposes, provide the name and Social Insurance Number of the applicant.

Applicant SIN

Applicant Legal Last Name

Applicant Legal First Name

SECTION 1900: SPOUSAL INFORMATION

1901 - Social Insurance Number (SIN)

No SIN ☐

1902 - Date of Birth

Day Month Year

1903 - Sask. Health Services Number (HSN)

No HSN ☐

1904 - Sask. Driver's License (PIC) No.

No PIC ☐

1905 - Gender ☐ Male ☐ Female

1906 - Legal Last Name **1907** - Legal First Name **1908** - Legal Middle Name

MAILING ADDRESS

☐ Check the box if your mailing address and telephone number are the same as the mailing address in *Section 100* for the Applicant.

1909 - Street/Box No. **1910** - Apartment #

1911- City/Town **1912** - Province/State **1913**- Country (other than Canada)

1914 - Postal Code/Zip Code **1915** - Area Code and Home Telephone

1916 - Date graduated or last attended High School

Day Month Year

Helpful Tips

Items 1901, 1903 and 1904 - Check the appropriate boxes if you do not have a valid Social Insurance Number (SIN), Saskatchewan Health Services Number (HSN) or a valid Saskatchewan Driver's License (PIC).

SECTION 2000: PRE-STUDY AND STUDY PERIOD INFORMATION

2001 - Check the box to indicate what activity you will be doing during the majority of your **spouse's pre-study period**.

☐ Employed Full-time ☐ Employed Part-time ☐ Unemployed ☐ Self-employed

☐ Attending Post-Secondary School Full-time ☐ Attending High School

☐ Attending Post-Secondary School Part-time ☐ Attending ABE (upgrading)

☐ Home with dependent child 12 months & under

☐ Unable to work for medical reasons (medical documentation required)

2002 - Check the box to indicate what activity you will be doing during the majority of your **spouse's study period**.

☐ Employed Full-time ☐ Employed Part-time ☐ Unemployed ☐ Self-employed

☐ Attending Post-Secondary School Full-time ☐ Attending High School

☐ Attending Post-Secondary School Part-time ☐ Attending ABE (upgrading)

☐ Home with dependent child 12 months & under

☐ Unable to work for medical reasons (medical documentation required)

2003 - ☐ I will be a full-time student during 2011-12 and also applying for financial assistance.
Indicate the dates you will be attending school:
Start Day Month Year End Day Month Year

2004 - ☐ I will be a full-time student during 2011-12 and also applying for Provincial Training Allowance (PTA).
Indicate the dates you will be attending school:
Start Day Month Year End Day Month Year

Helpful Tips

Item 2001 - The pre-study period is generally the four months prior to the start date of your spouse's upcoming program. If your spouse was a full-time student during that period, refer to the Instructions.

Items 2001 and 2002 - Full-time employment is 28.3 hours per week. Part-time is anything less than that.

Items 2001 and 2002 - If you are unable to work for medical reasons, you must submit medical documentation.

Items 2003 and 2004 - If you are attending full-time studies and applying for financial assistance or the Provincial Training Allowance, remember to check the appropriate box and indicate the program start and end dates.

SECTION 2100: SPOUSAL INCOME

List your income during your spouse's pre-study period and study period. If you have no income to claim during either of these periods, remember to check the appropriate boxes.

If you are unemployed, but actively seeking employment during your spouse's study or pre-study period, complete the Job Search form.

If your spouse's pre-study period is four months, you must list the total gross income before deductions that you receive for that four month period. If your spouse's pre-study period is only two months, list your total gross income for the two month period only.

You must list the total gross income before deductions that you receive for your spouse's **entire** study period (i.e. 8 months).

Remember to include your financial assets in *Section 1300*.

2101 - ☐ **Check the box if you will not have any income during your spouse's pre-study period.**

2102 - ☐ **Check the box if you will not have any income to report during your spouse's study period.**

For each item below, enter the **total** gross income before deductions for your spouse's entire pre-study and entire study period (rounded to the nearest dollar). **Do not enter weekly, bi-weekly or monthly amounts.**

Type of Income	Pre-Study Period	Study Period
2103 - Full-time Employment	$ .00	$ .00
2104 - Part-time Employment	$ .00	$ .00
2105 - Self-Employment (Gross Income minus Operating Expenses)	$ .00	$ .00
2106 - Income from Rental Property/ Room & Board	$ .00	$ .00
2107 - Employment Insurance (EI) Benefits/ HRSDC Income	$ .00	$ .00
2108 - Resettlement Assistance/ Immigration Funding	$ .00	$ .00
2109 - Survivor/Old Age/Retirement/ Disabled Benefits	$ .00	$ .00
2110 - Worker's Compensation	$ .00	$ .00
2111 - Social Assistance	$ .00	$ .00
2112 - Alimony Support	$ .00	$ .00

Type of Income	Pre-Study Period	Study Period
2113 - Child Support	$ .00	$ .00
2114 - Investment Interest/ Dividend	$ .00	$ .00
2115 - Orphan's Disabled Contributor's Child Benefit	$ .00	$ .00
2116 - Indian and Northern Affairs Allowance (INAC)	$ .00	$ .00
2117 - First Nations Funding	$ .00	$ .00
2118 - Transitional Employment Allowance (TEA)	$ .00	$ .00
2119 - Scholarships	$ .00	$ .00
Specify _____		
2120 - Bursaries	$ .00	$ .00
Specify _____		
2121 - RESP/Scholarship Trust Fund or Other Educational Savings Plan	$ .00	$ .00
Specify _____		
2122 - Other Educational Funding/ Training Allowance	$ .00	$ .00
Specify _____		
2123 - Other Income	$ .00	$ .00
Specify _____		

Helpful Tips

Item 2121 - For total RESP income, declare the amount you will actually receive during your spouse's study period.

If your spouse is working during your pre-study period or study period, provide their employer information below. If your spouse is not working, skip to *Item 2136*.

Pre-Study Period Employer

2124 - Name of Employer _____

2125 - Street/Box No. _____

2126 - City/Town _____

2127 - Province/State _____

2128 - Postal Code/Zip Code _____

2129 - Area Code and Telephone Number _____

2130 - ☐ I am planning on working during my spouse's pre-study period but my Employer Information is unknown at this time.

Study Period Employer

2131 - Name of Employer _____

2132 - Street/Box No. _____

2133 - City/Town _____

2134 - Province/State _____

2135 - Postal Code/Zip Code _____

2136 - Area Code and Telephone Number _____

2137 ☐ I am planning on working during my spouse's study period but my Employer Information is unknown at this time.

2138 Your spouse's eligibility for student grants is based on the income you declared on your 2010 income tax return. Information about your 2010 income will be obtained directly from Canada Revenue Agency after you have signed the Canada Revenue Agency Release at the end of this appendix.

If you did **NOT** file a 2010 income tax return, enter your total gross income from all sources for the entire 2010 calendar year. If you did not have any income in 2010, enter "0".

$ _____ .00

Helpful Tips

Items 2130 and 2137 - If you are planning on working during your spouse's pre-study or study period but have not yet secured employment, you may indicate an estimated amount of study period earnings and check off the box indicating that your Pre-Study and/or Study Period Employer Information is unknown at this time. You must advise Student Financial Assistance Branch immediately when you do obtain employment.

SECTION 2200: EXPENSES

Only the expenses listed here will be used in the assessment of your spouse's application.

For each item below, enter the **total** (not monthly) expenses you expect to pay for your spouse's **entire** pre-study and **entire** study period (rounded to the nearest dollar).

Type of Expense	Pre-Study Period	Study Period
2201 - Canada-Saskatchewan Integrated Student Loan Payments	$ .00	$ .00
2202 - Canada Student Loan Payments	$ .00	$ .00
2203 - Saskatchewan Student Loan Payments	$ .00	$ .00
2204 - Alimony Support	$ .00	$ .00
2205 - Child Support	$ .00	$ .00

Helpful Tips

Items 2204 and 2205 - In claiming child support or alimony, you may not claim more than the maximum of $479 per child per month.

DECLARATION BY SPOUSE

I declare that I have answered all questions on this application according to the instructions and my answers and documents I have provided in support of this application, or will provide in the future, are to the best of my information and belief, true in every respect.

I make these declarations knowing it is an offence under the *Canada Student Financial Assistance Act* and *The Student Assistance and Student Aid Fund Act, 1985* of Saskatchewan, to knowingly make any false statement or representation in an application or other document or to furnish any false or misleading information or documentation.

I consent to and authorize the disclosure and release by any person, individual, corporation, organization, or by any government or government agency (including but not restricted to any foreign, federal or provincial government, department or crown corporation), of any information or documents (including any personal information as defined in *The Freedom of Information and Protection of Privacy Act* and any personal health information as defined in *The Health Information Protection Act*) requested by the Province of Saskatchewan for any purpose respecting the administration of financial assistance for the benefit of my applicant spouse by Saskatchewan Ministry of Advanced Education, Employment and Immigration or its successors.

I further consent to the Minister of Saskatchewan Advanced Education, Employment and Immigration or his/her designate to release to any person, individual, corporation, organization or to any government or government agency (including but not restricted to any foreign, federal or provincial government, department or crown corporation), any information or documents (including any personal information as defined in *The Freedom of Information and Protection of Privacy Act* and any personal health information as defined in *The Health Information Protection Act*) for any purpose respecting the administration of financial assistance.

Signature of Spouse

Day Month Year

Date Signed

CANADA REVENUE AGENCY RELEASE

I hereby consent to the release, by the Canada Revenue Agency to an official of the Saskatchewan Ministry of Advanced Education, Employment and Immigration, of information from my income tax returns, and if applicable, other required taxpayer information about me, whether supplied by me or by a third party. The information will be relevant to and used solely for the purpose of determining and verifying my applicant spouse's eligibility entitlement for the general administration and enforcement of Student Financial Assistance under the *Canada Student Financial Assistance Act* and *The Student Assistance and Student Aid Fund Act, 1985* of Saskatchewan, and will not be disclosed to any other person or organization without my approval.

This later authorization is valid for the:

a) taxation year prior to the year of signature; and

b) the current taxation year; and

c) each subsequent consecutive taxation year for which assistance is requested by my spouse or on my spouse's behalf.

Signature of Spouse

Day Month Year

Date Signed

Social Insurance Number

Helpful Tips

Signature must appear in ink.

Applications not signed or dated will be returned causing delays in the processing of this application.