



Term \_\_\_\_\_

**STUDENT AWARDS & FINANCIAL ASSISTANCE OFFICE (SAFA)  
PART-TIME STUDIES – FINANCIAL ASSISTANCE  
APPLICATION AND FEE DEFERRAL FORM**

*Please print clearly in BLACK or BLUE ink*

LAST NAME		FIRST NAME	STUDENT #
SOCIAL INSURANCE #	PHONE #	Email (must use @email.kpu.ca)	

**Regulations:**

1. Kwantlen Polytechnic University reserves the right to void the registration of a student who owes the university any money. Avoid registration does not cancel the debt.
2. Students who owe Kwantlen Polytechnic University money for any reason are subject to the following actions until the amount owing is paid: **a)** Students may not graduate; **b)** Transcripts of marks will be withheld
3. Students who have submitted Part-Time Studies – Financial Assistance applications will be responsible to pay applicable tuition & fees if their request for funding is denied.

**Student Declaration:**

1. I understand that if I am not approved for Part-Time Studies – Financial Assistance it is my responsibility to pay all applicable tuition & fees.
2. I agree to notify SAFA of any course additions or changes.
3. I agree to notify SAFA if I stop attending any courses funded by Part-Time Studies Financial Assistance.
4. I understand that continued Part-Time Studies-Financial Assistance funding is dependent upon successful completion of courses previously funded by Part-Time Studies-Financial Assistance.

**PROMISSORY NOTE**

*I, the undersigned, have read and understand the above Regulations and agree to comply with them. I realize that by requesting the “PART-TIME STUDIES – FINANCIAL ASSISTANCE FEE DEFERRAL” and signing this form I will be responsible for payment of my fees should the funding be denied and/or if the grant does not cover the full amount of tuition and fees owing. I agree to repay my indebtedness and acknowledge that I am responsible for full payment of ALL fees upon receipt of my funding, as indicated above, or by the Fee Payment due date or I will be subject to late fees. I agree to the collection and exchange of this information between SAFA and other Kwantlen departments as required.*

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

**Registration must be final and complete before submitting application**  
**ALL STUDENTS MUST COMPLETE THE ENTIRE PACKAGE BEFORE SUBMITTING TO SAFA**

**OFFICE USE ONLY**

Application Checked \_\_\_\_\_ SIN in SPAPERS \_\_\_\_\_ PR Card Copy Attached \_\_\_\_\_

In SYAAPPL: PT Application (CGPT) entered as RECD \_\_\_\_\_ FDEF as APPR \_\_\_\_\_

FAA/FAO Initial \_\_\_\_\_ Date \_\_\_\_\_