



Save this form to your computer then use Adobe Reader version 8 or later to fill it out. Once you have finished, print it, sign it and mail it to us.

# The boxed numbers refer to situations for which supporting documents are required (see pages 14-20 of the Guide).

Reserved for Aide financière aux études

<input type="checkbox"/> gr1	<input type="checkbox"/> ss2
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**Section 1 – Student’s Personal Information** (See guide, pages 4 and 5)

**A. Identification**

Last name Permanent code assigned by the Ministère

First name Date of birth Social Insurance Number

Y M D

Sex  Male  Female Language of correspondence  French  English

**B. Citizenship**

Canadian citizen by birth **1**  Naturalized Canadian citizen **2** Date on which you obtained permanent resident citizen Immigrant category code

Y M D

Permanent resident **3** Date on which you obtained permanent resident status Immigrant category code

Y M D

Refugee or protected person **4** Date on which you obtained status as a refugee or protected person Immigrant category code

Y M D

**C. Mailing address**

No. Street Direction (North, South, East, West)

Apartment Municipality

Municipality (cont.) Province Postal code Telephone number (home) Extension

Aera code

Country Other telephone number Extension

Aera code

E-mail address

If you provide your e-mail address, you will receive your correspondence by e-mail.

**Section 2 – Residence in Québec** (See guide, page 5)

The information provided in this section will enable us to determine if you are a Québec resident. Answer YES to only one of the questions below. If you answer NO to questions one, two and three, indicate the appropriate criteria, if applicable, in the space provided at number 4.

**A. Québec resident status**

- Were you born in Québec?  Yes  No  
If you answered YES, go directly to subsection B.
- Does one of your parents (or your sponsor) reside in Québec? **5**  Yes  No  
If you answered YES, go directly to subsection B.
- Do you hold a Québec selection certificate? **6**  Yes  No  
If you answered YES, go directly to subsection B.
- You may be able to claim Québec resident status on the basis of other criteria. See page 5 of the Guide. Where applicable, choose one of the criteria and enter the corresponding number in this space. **5** Immigrant category code  
If you entered criterion 10 in the space above, indicate the criterion that applies to your spouse in this space..... Immigrant category code

**B. Studying outside Québec**

If you are pursuing studies outside Québec, see page 5 of the Guide and choose criterion 11, 12, 13, 14 or 15. **7**

Enter the number of the criterion in this space. **5** Immigrant category code

## Section 3 A – Educational Information

### Regular Path College or University Program (See guide, pages 6 to 8)

You must fill out this section if you will be enrolled in a regular path college or university program, including **Télé-université** and **Cégep@distance** programs, in 2016-2017. If you will be enrolled in a secondary school vocational training program, a college continuing education program or a college intensive or accelerated program, you must fill out section 3B on page 4.

#### Part-time studies pursued prior to start of full-time studies in 2016-2017

The information provided in this subsection will enable us to determine if you are entitled to a contribution reduction with regard to part-time studies pursued prior to the start of your full-time studies.

You must fill out this subsection if you were enrolled, are enrolled or plan to enroll in a university program in **less than 12 credits** or in a college program in **less than 180 course hours** during the 4-month period preceding the start of your full-time studies in 2016-2017.

Name of educational institution (See Guide, pages 29 to 42.)	Code	Number of course hours (college)	Number of credits (university)
_____	_____	_____ (Max. 179 h)	_____ (Max. 11 credits)

Did you, do you or will you reside with your parents or sponsor during this period?.....  Yes  No

If you pursued, are pursuing or plan to pursue part-time studies in more than one educational institution during the 4-month period prior to the start of your full-time studies, see page 6 of the Guide.

#### Full-time studies or practicum in 2016-2017 (from September 1, 2016, to August 31, 2017)

Educational information provided in this subsection will enable us to determine the study periods during which you will be studying full-time, doing a full-time practicum or deemed to be studying full-time.

You must provide the information requested for each study period (fall 2016, winter 2017 and summer 2017).

#### Fall 2016

Name of program (See Guide, pages 29 to 42.)	Code
_____	_____

Name of educational institution (See Guide, pages 29 to 42.)	Code
_____	_____

Will you reside with your parents or sponsor in the fall of 2016?.....  Yes  No

If you are enrolled in one of the programs listed on page 7 of the Guide, please specify which year of the program you will be pursuing in the fall of 2016. ....

Indicate what you plan to be doing in the fall of 2016. Check one box only.

#### College education

Full-time studies  Full-time practicum (work-study program or other)

#### University education – Undergraduate level

Full-time studies  Full-time practicum (cooperative program or other)

Indicate the number of credits in which you will be enrolled (Québec programs only).....

#### University education – Master’s level

• Program **with** thesis

Full-time studies  Full-time practicum  Writing of thesis  Deposit of thesis (See Guide, page 8.)

• Program **without** thesis

Full-time studies  Full-time practicum

Indicate the number of credits in which you will be enrolled (Québec programs only).....

#### University education – Doctorate level

Full-time studies  Full-time practicum  Writing of dissertation  Deposit of dissertation (See Guide, page 8.)

#### Winter 2017

Name of program (See Guide, pages 29 to 42.)	Code
_____	_____

Name of educational institution (See Guide, pages 29 to 42.)	Code
_____	_____



### Section 3 A – Educational Information Regular Path College or University Program (cont.) (See guide, pages 6 to 8)

#### Winter 2017 (cont.)

Will you reside with your parents or sponsor in the winter of 2017? .....  Yes  No

If you are enrolled in one of the programs listed on page 7 of the Guide, please specify which year of the program you will be pursuing in the winter of 2017. ....

**Indicate what you plan to be doing in the winter of 2017. Check one box only.**

##### College education

Full-time studies  Full-time practicum (work-study program or other)

##### University education – Undergraduate level

Full-time studies  Full-time practicum (cooperative program or other)

Indicate the number of credits in which you will be enrolled (Québec programs only).....

##### University education – Master’s level

• Program **with** thesis

Full-time studies  Full-time practicum  Writing of thesis  Deposit of thesis (See Guide, page 8.)

• Program **without** thesis

Full-time studies  Full-time practicum

Indicate the number of credits in which you will be enrolled (Québec programs only).....

##### University education – Doctorate level

Full-time studies  Full-time practicum  Writing of dissertation  Deposit of dissertation (See Guide, page 8.)

► Do you plan to pursue full-time studies in September 2017? .....  Yes  No

#### Summer 2017

Name of program (See Guide, pages 29 to 42.) ..... Code

Name of educational institution (See Guide, pages 29 to 42.) ..... Code

Will you reside with your parents or sponsor during the summer of 2017? .....  Yes  No

If you are enrolled in one of the programs listed on page 7 of the Guide, please specify which year of the program you will be pursuing in the summer of 2017. ....

**Indicate what you plan to be doing in the summer of 2017. Check one box only.**

##### College education

Full-time studies  Full-time practicum (work-study program or other)

##### University education – Undergraduate level

Full-time studies  Full-time practicum (cooperative program or other)

Indicate the number of credits in which you will be enrolled (Québec programs only).....

##### University education – Master’s level

• Program **with** thesis

Full-time studies  Full-time practicum  Writing of thesis  Deposit of thesis (See Guide, page 8.)

• Program **without** thesis

Full-time studies  Full-time practicum

Indicate the number of credits in which you will be enrolled (Québec programs only).....

##### University education – Doctorate level

Full-time studies  Full-time practicum  Writing of dissertation  Deposit of dissertation (See Guide, page 8.)

## Section 3 B – Educational Information

### Secondary School Vocational Training Program or College Continuing Education Program

You must fill out this section if you will be enrolled in a secondary school vocational training program in 2016-2017. In addition, you must fill out this section if you will be enrolled in a continuing education program leading to an Attestation of College Studies (ACS) or an intensive or accelerated program leading to a Diploma of College Studies (DCS).

#### Part-time studies pursued prior to start of full-time studies in 2016-2017

The information provided in this subsection will enable us to determine if you are entitled to a contribution reduction with regard to part-time college or university studies pursued prior to the start of your full-time studies.

You must fill out this subsection if you were enrolled, are enrolled or plan to enroll in a university program in **less than 12 credits** or in a college program in **less than 180 course hours** during the 4-month period preceding the start of your full-time studies in 2016-2017.

Name of educational institution (See Guide, pages 29 to 42.)	Code	Number of course hours (college)	Number of credits (university)
<input type="text"/>	<input type="text"/>	<input type="text"/> (Max. 179 h)	<input type="text"/> (Max. 11 credits)

Did you, do you or will you reside with your parents or sponsor during this period?.....  Yes  No

If you pursued or plan to pursue part-time studies in more than one educational institution during the 4-month period preceding the start of your full-time studies, see page 6 of the Guide.

#### Full-time studies

The information provided in this subsection will enable us to determine the study period during which you are studying full-time in 2016-2017

If you plan to change program or educational institution during the 2016-2017 award year, see page 8 of the Guide.

You must provide the start date and end date of your program. If you do not know the program end date, provide the duration of the program in weeks or months.

Start date of program.....	<input type="text"/>	or	Duration of program in weeks.....	<input type="text"/>	or	Duration of program in months.....	<input type="text"/>
End date of program.....	<input type="text"/>	or	Duration of program in weeks.....	<input type="text"/>	or	Duration of program in months.....	<input type="text"/>

Name of program (See Guide, pages 29 to 42.)	Code
<input type="text"/>	<input type="text"/>

Name of educational institution (See Guide, pages 29 to 42.)	Code
<input type="text"/>	<input type="text"/>

Did you or will you reside with your parents or sponsor during your full-time studies?.....  Yes  No

Do you plan to pursue full-time studies in September 2017?.....  Yes  No

If you are enrolled in one of the programs listed on page 7 of the Guide, please specify which year of the program you will reach in 2016-2017.....

## Section 4 – Student’s Situation (See guide, pages 9 to 11.)

### A. Marital status

The information provided in this subsection will enable us to determine if you meet the criteria to be considered a self-supporting student based on your marital status and whether or not you must have the *2016-2017 Declaration of Spouse* form filled out.

Check the box corresponding to your current marital status. If you consider yourself a de facto spouse, see page 9 of the Guide to find out which box to check.

- |   |   |
|---|---|
| <input type="checkbox"/> Single   | <input type="checkbox"/> De facto separated (See Guide, page 9) <b>11</b> |
| <input type="checkbox"/> Civil union spouse ( <b>Have the 2016-2017 Declaration of Spouse form filled out.</b> ) <b>8</b> | <input type="checkbox"/> Legally (judicially) separated <b>12</b>         |
| <input type="checkbox"/> Married ( <b>Have the 2016-2017 Declaration of Spouse form filled out.</b> ) <b>9</b>            | <input type="checkbox"/> Divorced <b>13</b>                               |
| <input type="checkbox"/> Widowed <b>10</b>  |   |

Enter the date on which this marital status became effective (unless you are single). .....

**Section 4 – Student’s Situation (cont.)**

**A. Marital status (cont.)**

If you are married, living in a civil union or living in a de facto union with another person and are living with a child (see Guide, page 9), please provide the following information concerning your spouse.

Last name

\_\_\_\_\_

First name

\_\_\_\_\_

Date of birth

\_\_\_\_\_ Y \_\_\_\_\_ M \_\_\_\_\_ D

Spouse’s permanent code assigned by the Ministère (if applicable)

\_\_\_\_\_

**B. Major functional disability**

The information provided in this subsection will enable us to determine if you are entitled to the special measures for students with a major functional disability. (See Guide, page 9.)

You must check this box if you have a major functional disability recognized by a doctor.  14

**C. Self-supporting student (based on family situation)**

You must check all of the statements that apply to you. If none of the statements apply to your situation, go directly to subsection D.

1.  I am or was the biological or adoptive parent of a child. 15 ..... Parent since: \_\_\_\_\_ Y \_\_\_\_\_ M \_\_\_\_\_ D
2.  I am single and **both my parents** are deceased. 16 ..... Father passed away on: \_\_\_\_\_  
Mother passed away on: \_\_\_\_\_
3.  I am at least 20 weeks pregnant. 17 ..... I have been 20 weeks pregnant since: \_\_\_\_\_
4.  I am a single parent and have at least one dependent child living with me. 18 ..... Since: \_\_\_\_\_
5.  I am living with a de facto spouse (without being married or in a civil union) and at least one child (my de facto spouse’s or mine).  
(Have spouse fill out the 2016-2017 Declaration of Spouse form.) 19 ..... Since: \_\_\_\_\_

**D. Self-supporting student (based on studies)**

You must check **only one** of the statements that apply to you.

1.  I hold a bachelor’s degree from a Québec university. 20 ..... Obtained on: \_\_\_\_\_ Y \_\_\_\_\_ M \_\_\_\_\_ D
2.  I hold a bachelor’s degree or the equivalent from an institution outside Québec. (This generally involves a diploma requiring a minimum of three years of university study.) 21 ..... Obtained on: \_\_\_\_\_
3.  I will be pursuing master’s or doctoral studies **throughout the year**, but do not hold a bachelor’s degree.
4.  I hold a Diploma of Advanced Studies I in Music from a Québec music or drama conservatory or an attestation issued upon completion of three years of training. 22 ..... Obtained on: \_\_\_\_\_

**If you are single and none of the statements in subsections C and D apply to you, check one of the following statements, if applicable. If neither of these two situations apply to you, go directly to subsection E. If you are recognized by Aide financière aux études as having a major functional disability, see page 10 of the Guide.**

5.  I have studied at the university level in Québec for at least three years and earned 90 credits in a single program. 23 ..... 90 credits obtained on: \_\_\_\_\_
6.  I have studied full time at the university level outside Québec for at least four years in a single program.

**OR**

I have studied full time at the university level outside Québec for at least three years in a single program while holding a Diploma of College Studies. 24 ..... Obtained on: \_\_\_\_\_



## Section 4 – Student's Situation (cont.)

### E. Self-supporting student (based on time spent in the labour market)

If you are married, in a civil union, divorced, de facto separated or widowed, or if you are single and have checked one of the situations in subsections C and D, **go directly to subsection F.**

1. I was in one of the following situations for a total of at least 24 months, **without ever studying full-time during that period.** **25**

I held a paid job or received employment insurance or income replacement benefits while living with my parents, sponsor or elsewhere.

I supported myself while living somewhere other than with my parents or sponsor.

I was in both of the above situations (periods must have been consecutive in this case).

2.  I have not studied full-time for at least seven years (consecutive or not). **26**

### F. Exceptional family situation

If none of the statements in subsections C, D and E apply to you, check all of the following statements that apply to you. If none of these situations apply to you, go directly to subsection G. If you are a Canadian citizen by birth, go to question 2 below.

1. I am a naturalized Canadian citizen, a permanent resident, a refugee or a protected person, within the meaning of the *Immigration and Refugee Protection Act*, and one of the following situations applies to me:

My parents do not reside in Canada. **27**

My spouse does not reside in Canada. **27**

2. I am single and one of the following situations applies to me:

2.1  I have been placed in a foster home. **28**

2.2  My parents or my sponsor is living in a special care home. (See Guide, page 11.) **28**

2.3  I have been placed in the custody of a guardian. **28**

2.4  My parents or my sponsor cannot be located. **28**

2.5  I am or will be living in a halfway house in 2016-2017. (See Guide, page 11.) **28**

2.6  My family situation has deteriorated and confirmation of this situation has been provided by an authorized person. (See Guide, page 11.) **28**

2.7  I receive child support payments from my parents in accordance with a court judgment. **29**

3.  My spouse cannot be located. **28**

### G. Student with a parental contribution

If you are single and none of the statements in subsections C, D, E and F apply to you, you will be considered a student with a parental contribution. Similarly, in subsection F.2, if you checked box 2.2, 2.5 or 2.6, you will be considered a student with a parental contribution.

You must therefore have the *2016-2017 Declaration of Father or sponsor* form or the *2016-2017 Declaration of Mother or sponsor* form, or both, filled out. Check the box that applies to your situation and have the appropriate form(s) filled out.

1. If your parents are living together, check this box.

**(Have your father fill out the 2016-2017 Declaration of Father or sponsor form AND your mother the 2016-2017 Declaration of Mother or sponsor form.)**

2. If your parents are divorced, legally separated or de facto separated, or if one of your parents is deceased, indicate with whom you now reside or last resided.

Your mother **(Have her fill out the 2016-2017 Declaration of Mother or sponsor form.)**

Your father **(Have him fill out the 2016-2017 Declaration of Father or sponsor form.)**

**If you are a naturalized Canadian citizen, a permanent resident, a refugee or a protected person, see page 11 of the Guide.**

**Section 5 – Other Financial Support Programs** (See Guide, page 11.)

The information provided in this section will enable us to determine the study periods during which you receive financial assistance under a financial support program other than the Loans and Bursaries Program.

Indicate the program(s) under which you will receive assistance between July 1, 2016, and August 31, 2017.

1. Social assistance or social solidarity program provided by the Ministère du Travail, de l'Emploi et de la Solidarité sociale or the department responsible for the equivalent program in another province .....  Yes  No
  2. Manpower training measure offered by Emploi-Québec for which the activities are carried out in a public college or an educational institution under the authority of a school board ..... Start date: Y M D  
End date: Y M D
  3. Manpower training measure offered by Emploi-Québec for which the activities are carried out in a private secondary school, a private college or a university, or within the framework of a self-financed program offered in a public college ..... Start date: Y M D  
End date: Y M D
- If the statement in 5.3 applies to you, are your educational expenses paid in full by Emploi-Québec? .....  Yes  No

**Section 6 – Financial Resources in 2016** (See Guide, pages 12 and 13.)

The information provided in subsections A and B will enable us to determine your financial resources for 2016. You must provide an estimate of your income. Please be as accurate as possible.

**A. Employment income or income considered employment income (January 1 to December 31, 2016)**

	If you have no income to report, enter "0" (zero).
Gross employment income (including income related to an election) .....	\$ .....00
Income related to an election (See Guide, page 12.) .....	\$ .....00
Net self-employment income or net business income (within the meaning of the <i>Taxation Act</i> ) .....	\$ .....00
Employment insurance benefits within the meaning of the <i>Employment Insurance Act</i> (e.g. maternity benefits, sickness benefits) from Employment and Social Development Canada (ESDC) .....	\$ .....00
Benefits received under the Québec Parental Insurance Plan (QPIP) .....	\$ .....00
Benefits from Emploi-Québec related to your participation in a manpower training measure or from the Ministère de l'Immigration, de la Diversité et de l'Inclusion for the Programme d'aide financière pour l'intégration linguistique des immigrants (PAFILI) .....	\$ .....00
Income replacement benefits from the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST)..	\$ .....00
Income replacement benefits from the Société de l'assurance automobile du Québec (SAAQ) .....	\$ .....00
Income replacement benefits received for crime victims or for persons who have performed an act of good citizenship .....	\$ .....00
Retirement or disability pension benefits received under the Québec Pension Plan (Retraite Québec) or the Canada Pension Plan (CPP) .....	\$ .....00
Benefits received under a private or public retirement plan .....	\$ .....00

**B. Other income (January 1 to December 31, 2016)**

Amounts you have received or will receive as an orphan's pension, pension for a disabled person's child (Retraite Québec/CPP), surviving spouse's pension (Retraite Québec/CPP), death benefits in the form of pensions (through the application of a law) and pensions paid to the child of a crime victim (CNESST) .....	If you have no income to report, enter "0" (zero). \$ .....00
Alimony and child support payments (See guide, page 13) .....	\$ .....00
Investment income (interest, dividends, capital gains) and income from a succession (do not report the principal), trust or gift .....	\$ .....00
Allowances from the Solicitor General of Canada or the Minister of Public Security and allowances from Aboriginal Affairs and Northern Development Canada or a band council .....	\$ .....00
Scholarships or bursaries, except those received under the Explore program and those awarded by Aide financière aux études (See Guide, page 13) .....	\$ .....00

**Section 6 – Financial Resources in 2016** (cont.)**C. Employment held prior to start of full-time studies**

**You must fill out this subsection if you are single and have no dependent children.**

The information provided in this subsection will enable us to determine if you are entitled to a contribution reduction with regard to the job(s) you held during the 4-month period preceding the start of your full-time studies in 2016-2017.

During that 4-month period, were you, are you or will you be employed or self-employed while living somewhere other than with your parents or sponsor? .....  Yes  No

If you answered YES to the previous question, indicate the name of your employer (or of one of your employers) and the address of your workplace.

Name of employer

**Workplace address**

No. Street

Direction  
(North, South, East, West)

Municipality

Municipality (cont.)

Province Postal code

Country

**Section 7 – Allowance for Training Support Materials** (See Guide, page 13.)

If you are eligible for the Loans and Bursaries Program, you may be entitled to a supplementary loan in the amount of \$150 per period of studies for which assistance has been granted to you during the 2016-2017 award year.

Please note that once you request this allowance, payment cannot be cancelled. If you are not sure whether you need this additional assistance, you can wait and submit the Declaration of Change form.

I hereby request the Allowance for Training Support Materials .....  Yes  No



**Form submission**

1. Ensure that all required fields are filled in.
2. Save the form then print all pages.
3. Sign this page manually.
4. Place all required documents in a single envelope.
5. Mail the envelope to the address shown below.

**Section 8 – Signature** (See Guide, page 13)

I hereby certify that the information I have provided is accurate and complete.

Date Y M D

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Signature of student  \_\_\_\_\_

**Important!** Under the Act Respecting Financial Assistance for Education Expenses, you are required to notify us of any changes during the year that could impact the amount of financial assistance awarded to you.

An up-to-date and accurate file can help you to avoid many problems, such as the suspension of amounts you expected to receive, the obligation to immediately reimburse assistance overpayments and disqualification from the Loans and Bursaries Program and the Loans Program for Part-Time Studies for at least two years.