Student Aid Alberta
Service Centre

Form B
Confirmation of Registration-Reinstatement of Interest Free Status for Alberta Student Loans*

***For definition of Alberta Student Loan, see bottom of page.**

Instructions and Information

Complete this form only if you are returning to school a) as a full-time student and are not receiving new Alberta and/or Canada Student Loans, or b) as a part-time student.

Instructions to Students and Key Dates

1. Complete all areas in Section 1.
2. Take the form to the educational institution you are attending and have them complete Section 2. Make sure they make a copy to keep for their records.

   KEY DATES: Your educational institution can confirm registration up to 30 days prior to your Academic Start Date but cannot confirm registration after the Academic Year End Date.

3. Make copies of the completed Form B.
   - Send one copy to the Student Aid Alberta Service Centre. Address is in the right column.

   KEY DATES: The Student Aid Alberta Service Centre must receive this form within 30 days after your educational institution has signed it. Also, this form cannot be accepted after your Academic Year End Date.

   - Send copies to RBC and/or CIBC if you have loans at either bank. Addresses are in the right column.
   - Keep a copy for your records.

Important Tips

- If you are returning to school full-time and are receiving new Alberta and/or Canada Student Loans, your previous Alberta Student Loans at the Student Aid Alberta Service Centre will automatically be reinstated to interest free status.
- If you are a full-time student and reinstate interest free status on your Alberta Student Loans using this form, your Canada Student Loans with the National Student Loans Service Centre will automatically be reinstated to interest free status. You do not have to complete another form for your Canada Student Loans.
- If you have Alberta Student Loans at RBC or CIBC they may automatically be transferred to the Student Aid Alberta Service Centre (SAASC) for interest free status. If you have an Alberta Student Loan in collection, it will be put in interest free status by SAASC when you return to studies. If you enter bankruptcy while in repayment, you are not eligible for new loans until the loans are paid in full. If you enter bankruptcy while in study, you may receive loans under certain conditions. Contact SAASC for details.
- If you are a part-time student or a medical resident, only your Alberta Student Loans will be reinstated to interest free status.

Mailing Addresses

Student Aid Alberta Service Centre
PO Box 4050
Mississauga STN A
Mississauga ON L5A 4M9
Fax: 1-866-236-2332

RBC Student Loans Centre
PO Box 4700 STN D
Etobicoke ON M9A 4X5
1-800-363-3822

CIBC Student Loans Centre
PO Box 5055
Burlington ON L7R 4P3
1-800-563-2422

For More Information on Your Alberta Student Loans, Contact:

- Student Aid Alberta Service Centre toll-free at 1-855-606-2096, Monday to Friday, 7:30 a.m. to 8:30 p.m. your local time, in North America
  - Outside North America toll-free at 800 2 529-9242, plus appropriate country code
  - For the hearing impaired, toll-free TTY number at 1-855-306-2240
- The financial aid office at your education institution
- **studentaid.alberta.ca**

Register for Student Aid Alberta Service Centre's Online Services at studentaid.alberta.ca to manage your Alberta Student Loans online.

*Definition of Alberta Student Loan

"Alberta Student Loan" collectively means all loans made to the Student pursuant to any of the Alberta Student Finance Acts [the *Students Finance Act* (Alberta), the *Student Loan Act* (Alberta) and the *Student Financial Assistance Act* (Alberta), and any regulations made under these Acts, each as may be amended from time to time], including loans made to the Student by the Minister, loans made to the Student by a financing institution and transferred to the Minister, loans made while the Student was a minor, and also including any grant overpayments converted to a loan by the Minister under the Alberta Student Finance Acts.

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Advanced Education is collecting this personal information under the authority of sections 33(a) and (c) of the *Freedom of Information and Protection of Privacy Act* (Alberta) to determine and verify your eligibility for reinstatement of the interest free status of your Alberta Student Loan in accordance with the *Student Financial Assistance Act* (Alberta) as may be amended from time to time. The use and disclosure of your personal information is managed in accordance with the *Freedom of Information and Protection of Privacy Act* (Alberta). If you have any questions about the collection, use or disclosure of this information, call the Student Aid Alberta Service Centre toll free at 1-855-606-2096 from anywhere in North America. You can also mail your questions to the Student Aid Alberta Service Centre, PO Box 4050, Mississauga Stn A, Mississauga ON L5A 4M9.

Section 1 - To be Completed by the Student

Last Name

First Name and Initial(s)

Apartment or Box Number

Street Address

City or Town

Province

Postal Code

Social Insurance Number

Alberta Student Number

Email Address

Area Code Telephone Number

Section 2 - To be Completed by the Educational Institution

Federal Institution Code | OR | Alberta Institution Code

Name, Address and Postal Code of Designated Educational Institution

The Period of Study cannot exceed 365 days.

Period of Study	Academic Start Date	Academic Year End Date
	D M Y	M Y

This will confirm that the student named above is studying at this educational institution for the period of study dates indicated above, and is registered as a:

- ❑ full-time student
- ❑ part-time student
- ❑ student with a permanent disability studying at 40-59% of a full course load
- ❑ medical resident

Name of Authorized Officer:

Title:

Signature of Authorized Officer:

Today's Date: D M Y

Area Code Telephone Number

This confirmation is valid for up to 30 days from this date, but not beyond the Academic Year End Date.

Section 3 - Notice of Withdrawal - To be Completed by the Educational Institution

If the student leaves full-time or part-time studies before the Academic Year End Date, complete and forward this form to Student Aid Alberta:

- by fax to 780-415-0448
- by email to COR-AB@gov.ab.ca [include the Student Name, Alberta Student Number, Last Day Attended, Withdrawal Reason, Withdrawal Date, and Student ID (if known)]
- Student Aid Alberta, PO Box 28000 Stn Main, Edmonton AB T5J 4R4

Indicate Last Day of Attendance D M Y

- ❑ Withdrew from full-time studies
- ❑ Withdrew from part-time studies
- ❑ Did not attend
- ❑ Transferred to part-time studies
- ❑ Early completion
- ❑ Other

Reason for Withdrawal *(if other)*:

Printed Name of the Authorized Officer of Educational Institution:

Signature of the Authorized Officer of Educational Institution:

Title:

Date: