

Instruction Sheet

Complete this Application for Interest Free Status if you are a student who is taking a break from full-time or part-time studies for parental leave.

What do you have to do?

- Carefully read the information on the application.
- Complete your name, Social Insurance Number, address and phone number.
- Identify the Qualifying Event for parental leave as described on the application and provide the applicable documents.
- Indicate the date of the Qualifying Event.
- Indicate your last day of attendance in full-time or part-time studies.
- Read, sign and date the Applicant Declaration on Page 2.
- Have your spouse/partner read, sign and date the Spouse/Partner Declaration on Page 2 if the spouse/partner is providing documents in support of the Applicant's request for interest free status.

Where do I send the application?

- First, make a copy for your records.
- Send the original application to: Student Aid Alberta Service Centre
PO Box 4050
Mississauga STN A
Mississauga ON L5A 4M9

Who do I contact for help?

Student Aid Alberta Service Centre

- 1-855-606-2096 toll free from anywhere in North America
- 1-855-306-2240 TTY for the hearing impaired
- 800 2 529-9242 outside North America (add the appropriate International Access Code)

*Definition of Alberta Student Loan

"Alberta Student Loan" collectively means all loans made to the Student from time to time pursuant to 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 ("Alberta Student Finance Acts"), 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.

Application for Interest Free Status for a person on Parental Leave

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 the Applicant's eligibility for parental leave interest free status for Alberta Student Loans 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.

Applicant's Name

Address and Phone Number

Social Insurance Number

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What is interest free status for a person on parental leave?

A student who takes a break from full-time or part-time studies for parental leave may apply for interest free status on their **Alberta Student Loan(s)*** (*see definition on the Instruction Sheet). The interest free status begins on the last day of attendance at school and lasts up to a maximum of 12 months from that date.

Who is eligible?

A person is eligible for interest free status due to parental leave when they cease to be a full-time or part-time student in order to give birth to, care for or support a child who is a new addition to the family by reason of one of the Qualifying Events listed in the chart below, and intend to return to full-time or part-time studies. The Qualifying Event must have happened within 12 months of when you ceased to be a full-time or part-time student.

For which loans can I get interest free status?

This only applies to your Alberta Student Loan(s). You will still be required to make payments on your Canada Student Loan(s) and any other loans issued by another province.

How to apply

1. Identify your Qualifying Event for parental leave and attach copies of the documents indicated:

check applicable ✓	Qualifying Event	Definition	Attach copies of the following documents
	Parent-to-be	You or your spouse/partner is expecting the birth of a baby.	Copy of the medical certificate confirming pregnancy.
	Parent-by birth	You or your spouse/partner has given birth and you are the biological mother or father of this baby.	Copy of one of the following: a) birth certificate (long version) b) Blue Cross form c) hospital form d) Canada Child Tax Benefit stub
	Parent-by-adoption	You have been granted adoption of a child by the courts.	Copy of the adoption order issued by the courts.
	Legal Guardian	You have been appointed legal guardian of a child.	Copy of the guardianship order issued by the courts or other proof of guardianship acceptable to the Minister.
	Step Parent	You have become a person standing in place of a parent.	Copy of the child's birth certificate and a copy of one of the following (as applicable): a) your marriage certificate b) adult interdependent partnership agreement c) statutory declaration declaring your responsibility for the child d) other documentation acceptable to the Minister
	Foster Parent	You have become a foster parent.	Copy of the signed Residential Facilities License.

2. Indicate the date of the Qualifying Event: month year

(If your Qualifying Event is "Parent-to-be", enter the estimated date of birth.)

3. Indicate your last day of attendance in full-time or part-time studies: day month year

Application for Interest Free Status for a person on Parental Leave for Alberta Student Loans

Applicant's Name

Social Insurance Number

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Applicant Declaration

I declare and warrant that:

- the information that I have provided in this Application, and any additional information that I have provided to Advanced Education in respect of this Application is true and complete, and I understand it is subject to audit.

I agree to:

- immediately notify Advanced Education in writing of any change to any information contained in this Application.
- provide information or documents as requested by Advanced Education to verify any statements made in this Application.

I understand that my personal information may be disclosed and exchanged:

- by and between Advanced Education and any other federal, provincial or territorial government department or agency, educational institution, or financial institution to verify any information I have provided to Advanced Education and to determine my eligibility for the parental leave interest free status.
- by and between Advanced Education, the federal government and the educational institution(s) named in my application(s) for financial assistance, for use in research, statistical analysis, and evaluations related to student financial assistance programs.

I understand that:

- I must submit this Application and provide evidence of one of the Qualifying Events within 12 months from the last day of attendance in full-time or part-time studies, to be assessed for eligibility for interest free status due to parental leave.
- I will be expected to start repayment of my Alberta Student Loans, as required, if I do not return to full-time or part-time study at the end of my parental leave.
- I may be denied parental leave interest free status if I fail to provide the documents or information as requested by Advanced Education to verify statements made in this Application.
- if I make a false or misleading statement in this Application, or fail to disclose information as requested by Advanced Education, I may be denied financial assistance, including parental leave interest free status and/or required to immediately repay all financial assistance received, and/or subject to criminal prosecution.
- failure to disclose information or provide updated information as requested by Advanced Education may constitute the making of a false or misleading statement.
- Advanced Education has the right to recover benefits I receive that I am not entitled to, including any due to administrative errors.

I have read the Applicant Declaration and I confirm that the Applicant Declaration applies to the information that I have provided in this Application and to any additional information that I may subsequently provide to Advanced Education in respect of this Application.

Signature of Applicant (sign in ink)

Date (in ink)

Spouse/Partner Declaration

(Complete only if you are providing documents in support of the Applicant's request for interest free status.)

For the purpose of verifying the data provided in my Spouse/Partner's Application for Parental Leave Interest Free Status,

- I declare that the information included on this Application and any additional information that I have provided to Advanced Education in respect of this Application is true and complete.
- I understand that my personal information will be disclosed and exchanged by and between Advanced Education and any other federal, provincial or territorial government department or agency, or educational institution, or financial institution to verify my personal information included on this form, and to determine my spouse's/partner's eligibility for parental leave interest free status.
- I understand that my personal information will be disclosed and exchanged between Advanced Education and the federal government, and by Advanced Education and the federal government, for use in research, statistical analysis, or evaluations related to student financial assistance programs.

I have read the Spouse/Partner Declaration and I confirm that the Spouse/Partner Declaration applies to the information that I have provided in this Application and to any additional information that I may subsequently provide to Advanced Education in respect of this Application.

Signature of Spouse/Partner (sign in ink)

Date (in ink)