Alberta
Student Aid

Disability Grant for Services and Equipment Reconciliation Worksheet

Advanced Education is collecting this personal information under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) to determine and verify the Applicant's eligibility for financial assistance, to administer (including research, statistical analysis and evaluations) and to enforce student financial assistance programs in accordance with the Student Financial Assistance Act (Alberta), the Canada Student Loans Act and the Canada Student Financial Assistance Act, each 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 Alberta Student Aid Service Centre toll free at 1-855-606-2096 from anywhere in North America. You can also mail your questions to Alberta Student Aid, Privacy Officer, PO Box 28000 Stn Main, Edmonton AB T5J 4R4.

Name

Alberta Student Number

Social Insurance Number

Deadline

This worksheet and all receipts must be returned by the end of your current study period. If you do not provide receipts or return your unused funds, you will have a grant overaward that will reduce your future eligibility for this grant.

Instructions

1. Collect all your receipts and submit them at the same time, along with this worksheet.
2. Your receipts must indicate that you purchased approved services and/or equipment during the pre-study or study period.
3. **Submit only receipts that verify the amounts as paid or that show the method of payment (example: Visa).** Invoices alone cannot be accepted.
4. Enter your name and Social Insurance Number (or Alberta Student Number) on all your receipts.
5. Complete the worksheet as in the example below. Submit your receipts with this worksheet.
6. If your total unused funds is less than $25, you do not need to repay the funds.
7. If your total unused funds is $25 or more, you must repay the funds. You can make the payment through online banking, or send a cheque or money order.

Example:

Cost Type	$$ Awarded	$$ Spent	Receipt Attached?	$$ To Be Returned
Zoomtext	$700	$700	yes	0
Tutor	$1,200	$1,000	yes	$200

Worksheet

Cost Type	$$ Awarded	$$ Spent	Receipt Attached?	$$ To Be Returned
			Total Unused Funds =	0

Send documents electronically: 1. Visit studentaid.alberta.ca **2.** Sign in to your account **3.** Submit securely using Upload Electronic Document(s)
Or mail to: Alberta Student Aid, Attention: Disability Grants, PO Box 28000 Stn Main Edm AB T5J 4R4
Pay through online banking: Payee "Alberta Student Aid – Grants" and account number Alberta Student Number
Pay by cheque or money order payable to the Government of Alberta:
Mail to Alberta Student Aid, Attention Disability Grants, PO Box 28000 Stn Main, Edmonton AB T5J 4R4