

SECTION: YG 6A	SUBJECT: Deadline for submitting supporting documents requirement for Yukon Grant approval.
----------------	---

LEGAL REFERENCE:

Sections 10 (1) and (2) of the *Students Financial Assistance Act*

BACKGROUND:

The *Act* states, (1) ‘Every student applying for financial assistance under this Act shall make application on the prescribed form no later than six weeks after the date of the start of classes in the student’s program of studies at an approved institution.’ and (2) ‘The student shall furnish such information, transcript or document in support of the application referred to in subsection (1) as may be prescribed.’

Section 10(1) speaks to receiving the application form required within a six-week deadline. Most often the required support documents do not accompany the application form and are often sent in separately. Section 10(2) does not define the deadline to receive these support documents.

This policy clarifies what is to be the deadline to receive the required documents to accompany the application for Yukon Grant so as to provide maximum flexibility and to decrease the number of appeals. This Policy would supersede any instructions regarding deadlines for support documentation on previously printed application forms.

POLICY GUIDELINES:

1. Per Section 10(1), the prescribed application form must be received by the Student Financial Assistance Unit no later than 6 weeks after the date of commencement of classes;
2. Per Section 10(2), the prescribed support documentation and/or information required to determine eligibility and granting of the Yukon Grant must be received prior to the student’s current study period end date in the academic year for which they have applied for Yukon Grant.
3. This Policy will apply for all Yukon Grant applications for coursework commencing after July 1, 2008.
4. The Students Financial Assistance Committee may hear all appeals of denials issued under this policy.

APPROVED:

EFFECTIVE DATE:

Pamela Hine
Deputy Minister of Education