

INCOME CONFIRMATION FORM (ICF)

Canada - Newfoundland and Labrador Integrated Student Loans Program (version française disponible sur demande)

Form must be completed and signed in INK.

Collection and Use of Information: This personal information is collected under the authority of the *Canada Student Loans Act*, *Canada Student Financial Assistance Act*, and *the Student Financial Assistance Act* (Newfoundland and Labrador) as amended from time to time and will be used to determine and verify eligibility under the federal and provincial student financial assistance programs. If you have any questions about the collection and use of this information, contact the Director, Student Financial Services Division, Department of Advanced Education and Skills, Government of Newfoundland and Labrador, P.O. Box 8700, St. John's, NL, A1B 4J6 or (709) 729-5849.

Section 1. Personal Information

Social Insurance Number	Student Number (All students, if applicable)	Email Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Surname	First Name and Initial(s)	Maiden Name (If Applicable)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Mailing Address (Address in Canada to which you want all correspondence sent during your study period)			
<input type="text"/>			
City/Town	Province	Postal Code	Area Code and Telephone Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 2. Applicant's Pre-Study Information (To be completed by all students)

Your pre-study period is the time between the end of your last period of full-time studies (post-secondary or high school) and your first day of class for the current academic year, for a minimum of four weeks to a maximum of 17 weeks.

My gross income for the pre-study period was:

During the pre-study period I lived: At home with my parents/spouse/children
 Away from my parents/spouse/children

Address if away:

Section 3. Spouse's Financial Information (To be completed by spouse if married/common-law)

My gross income during my spouse's pre-study period was:

Section 4. Declaration (To be completed by all students and spouse, if applicable)

I declare that the above information is correct to the best of my knowledge and should there be any changes in academic, personal or financial status, I agree to notify the Student Financial Services Division in writing.

Signature of Applicant	Date
<input type="text"/>	<input type="text"/>
Signature of Spouse	Date
<input type="text"/>	<input type="text"/>

This Area for Official Use Only

The ICF must be:

- completed with all required information
- signed in INK by you, and your spouse, if applicable
- submitted on or after the first day of classes

NOTE: Failure to submit the ICF may result in your provincial grant being converted to a repayable interest-free provincial loan.

The Income Confirmation Form is a critical part of the application process.

If you have applied and have been assessed prior to the start date of your semester, your first semester funding will be issued based on your estimated pre-study income. However, in order to receive any additional funding, either for the current or subsequent semesters you **must** confirm your pre-study income using the Income Confirmation Form.

If you have applied *prior* to the start of your semester, but your application has not been assessed prior to the first day of classes, an Income Confirmation Form will be required in order to process your application.

If you have applied *after* the start date of your first semester, an Income Confirmation Form is **not** required.

IMPORTANT NOTE:

If the gross income amount on the ICF is less than the amount you reported on your application, please include an explanation on the reverse side to account for the difference.

SIGNATURE(S) REQUIRED

REMINDER: Submit your Income Confirmation Form on the first day of classes.

DEADLINE DATE

**Your ICF must be received
by the Student Financial Services
Division within eight weeks of
your period of study start date.**

REASON FOR DISCREPANCY

Return to:

**Student Financial Services Division
Department of Advanced Education and Skills
P.O. Box 8700
St. John's, NL A1B 4J6
Email: studentaid@gov.nl.ca
Fax Number: (709) 729-2298**