

4. Required Documentation

All required documentation will be requested through a Document Request Letter. Everything that is required should be submitted by the deadline given. Your application will not be put forward for approval until ALL requested documentation has been received.

As FFWS has a very limited amount of funds, it is in your best interest to submit required documentation as soon as possible.

Students may be asked to submit all or some of the following documents upon submission of their application:

- a) Email consent & Student Consent to Release/Obtain Personal Information form: the email listed must be the students personal email address, not a parent, spouse, etc.; also, this form allows FFWS to obtain information from your institution regarding your registration status and attendance.
- b) Banking Information: void cheque or deposit slip, with student's name on it, for direct deposit purposes;
- c) Photocopy of your Indian registry status card: (front and back must be legible). If you are of Inuit status, you must provide proof of your registration, through a photocopy of your Certificate of Enrolment, Beneficiary card or letter, or Inuvialuit Trust letter;
- e) Photocopy of personal health care card, as well as photocopies of the cards of any dependents you will be claiming, including spouse;
- f) A course registration with your name and/or identification number printed on it from your institution: a photocopy is acceptable;
- g) Course Registration Summary form: the courses should match what is on the official course registration;
- h) Most recent transcripts: these must be **official** transcripts;

- i) Tuition and fees assessment: this must be for the academic year you are applying for. You can either provide a copy of your registration detailing the actual costs, a program brochure, or a photocopied page of the school calendar that identifies the fees;
- j) Letter from your band confirming you are not eligible for funding, if from an Alberta-based band; must include Bill C-31 status information, if a new applicant to Freehorse;
- k) Letter from your band confirming your band membership status – only applicable to students from bands that have an internal membership list in place. Band membership letters will only be accepted from the membership clerk/department;
- l) Previous year's tax assessment, showing Line 150 Total Income. If married, including common law, spouse's previous year's tax assessment must be submitted also;
- m) Student Budget form
- n) If you are registered with a band from the NWT: a letter from the Government of the NWT (NWTSA) and/or Nunavut student financial assistance (FANS) programs indicating you are ineligible for funding due to residency;
- *You may be required to provide additional information as requested by your funding officer.