

The fee payment deadline for the Spring 2019 term is December 18, 2018. An AUG fee deferral is an extension of the fee payment deadline, and can be granted to students who submit an application for Adult Upgrading Grants (AUG) and meet the grant eligibility criteria.

The AUG Fee Deferral expiry date is February 22, 2019. If you have an approved AUG fee deferral, you are responsible for ensuring that you have paid all of your fees by this date. Outstanding balances after this date will be subject to late payment fees and accounts receivable holds.

AUG Fee Deferral Application Deadline:	To avoid de-registration:	December 18, 2018
	After de-registration:	February 21, 2019

STUDENT NUMBER	
FIRST NAME	LAST NAME

Minimum Application Requirements (tick the box)

You **must** attach your completed Spring 2019 Adult Upgrading Grant (AUG) application to this form

What happens next?

1. After you submit your Adult Upgrading Grant (AUG) application and AUG Fee Deferral application, your eligibility for the grants will be reviewed.
2. If you meet the eligibility criteria for the grants, we will mail you a letter confirming this and advising that an AUG fee deferral has been applied to your student account.
3. If you do not meet the eligibility criteria for the grants, we will mail you a letter letting you know why and advising that the AUG fee deferral cannot be applied to your account. You are responsible for making the payment to your student account by the fee payment deadline of December 18, 2018.
4. After the standard Spring 2019 full term add/drop period ends on January 18, 2019, your course registration will be reviewed to see if your courses are approved for the grants. We will mail you a letter confirming whether or not the grants are approved. If the grant is not approved, you are responsible for payment of all outstanding balances by the AUG fee deferral expiry date of February 22, 2019.
5. If the grants are approved, they will be paid directly to your Capilano University student account. If there are any remaining fees owing on your student account after the grant is paid, you are responsible to pay the outstanding balance by the AUG fee deferral expiry date of February 22, 2019 or else you may be subject to late payment fees and accounts receivable holds.

Applicant Declaration

I declare that the information on this request is true and complete to the best of my knowledge. I authorize Financial Aid and Awards to verify any information as required. I acknowledge that I am responsible for payment of any outstanding fees on my student account regardless of whether any anticipated funding noted on this application be denied, postponed, or withheld for any reason. I acknowledge that I am responsible for the full payment of fees and am subject to University fee policy, even with an authorized fee deferral, which has an expiry date. I understand that it is my responsibility to ensure my registration record is accurate and up-to-date, and that I am responsible for dropping or withdrawing from courses as per the published University deadlines. **Should I subsequently drop or withdraw from courses, I acknowledge that I am responsible for payment of my fees and/or any penalty assessment.** I agree to the collection and exchange of this information between Financial Aid and Awards, Financial Services and other Capilano University departments, as required.

_____ APPLICANT SIGNATURE	_____ DATE
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Submit to: finaid@capilanou.ca (PDF only) OR in person at the Registrar's Office (BR 230, North Vancouver Campus)