





NOTE TO STUDENTS: PRESENT THIS FORM TO THE NSLSC OR YOUR PREVIOUS LENDER AT THE BEGINNING OF YOUR SCHOOL YEAR.

CANADA STUDENT LOANS PROGRAM CONFIRMATION OF ENROLMENT SCHEDULE 2

IMPORTANT TO YOU - READ OVERLEAF

Table with 3 columns: PROVINCE, SOCIAL INSURANCE NUMBER, and a large box containing '22 A'.

(Version française disponible sur demande) PRESS FIRMLY; YOU ARE MAKING FIVE COPIES

CONFIRMATION OF ENROLMENT - TO BE COMPLETED BY THE BORROWER AND EDUCATIONAL INSTITUTION

Main form section with fields for Surname, Given Names, Current Address, Date of Birth, Institution Code, Program of Studies Code, Permanent Address, and Educational Institution details.

As required (1) by the CSFAA and CSFAR and (2) by the CSLA and CSLR for CSLs, this confirms that this student is enrolled (check one) full-time or part-time.

Form section for Authorized Officer details, including Name, Title, Telephone Number, Date Signed, and Signature of Authorized Officer.

CONSENT AND CERTIFICATION - TO BE COMPLETED BY STUDENT

LOAN SUMMARY

Form section for student consent and loan summary, including text for consent, a table for loan summary with columns for Effective Date, Amount, and Year/Month/Day, and a signature line.

Form section for lender and NSLSC contact information, including fields for Full Name, Address, and Telephone Number of both parties.

COPY 22A - STUDENT COPY 4 - TO BE GIVEN TO STUDENT COPY 3 - TO BE RETAINED BY THE EDUCATIONAL INSTITUTION... COPY 2 - TO BE SENT TO CSLP BY LENDER... COPY 22A - TO BE GIVEN TO STUDENT... COPY 1 - NSLSC OR LENDER



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**CANADA STUDENT LOANS PROGRAM  
CONFIRMATION OF ENROLMENT  
SCHEDULE 2**

**IMPORTANT TO YOU - READ OVERLEAF**

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PROVINCE	<b>2<sub>2</sub></b>	SOCIAL INSURANCE NUMBER

**CONFIRMATION OF ENROLMENT - TO BE COMPLETED BY THE BORROWER AND EDUCATIONAL INSTITUTION**

<b>SURNAME OF STUDENT</b>		<b>GIVEN NAMES OF STUDENT</b>						
CURRENT ADDRESS		DATE OF BIRTH		NUMBER OF WEEKS OF STUDY	PERIOD OF STUDIES COMMENCEMENT DATE		PERIOD OF STUDIES END DATE	
Area code and telephone number (while at school)		YEAR	MONTH	DAY	YEAR	MONTH	YEAR	MONTH
PERMANENT ADDRESS		INSTITUTION CODE		<b>NOT VALID AFTER THIS DATE</b>				
Area code and Telephone number		PROGRAM OF STUDIES CODE						
NAME AND ADDRESS OF EDUCATIONAL INSTITUTION								

As required (1) by the CSFAA and CSFAR and (2) by the CSLA and CSLR for CSLs, this confirms that this student is enrolled (✓ check one)  full-time or  part-time. (Refer to Instructions to Students on overleaf.) The student is registered at the above named institution at the post-secondary level for the period of studies ending in the month shown above.

NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	DATE SIGNED			
SIGNATURE OF AUTHORIZED OFFICER OF THE EDUCATIONAL INSTITUTION		YEAR			MONTH	DAY
		CONFIRMATION OF ENROLMENT VALID FOR ONLY 30 DAYS FROM THIS DATE - VOID AFTER THE PERIOD OF STUDIES END DATE				

**CONSENT AND CERTIFICATION - TO BE COMPLETED BY STUDENT**

**LOAN SUMMARY**

<p>I certify that all the information on this document is correct as of the date indicated below. I certify that I have read and I understand the "Instructions to Students" overleaf and agree to comply with them.</p> <p>I authorize my previous lender, if any, the NSLSC, and the Government of Canada to disclose to and obtain from any other consumer credit grantors, credit bureaus or credit reporting agencies all particulars and information relating to my CSLs. I authorize any educational institution I have attended, any appropriate authority, or any employer, to release to the lender or the NSLSC or to the federal government or its agents, whatever information they need to locate me.</p> <p>I authorize the federal government, appropriate authority, educational institution, the NSLSC and any previous lender to collect, use and disclose data and information related to any of my CSLs that I may have for the purposes of carrying out their duties under, and the administration and enforcement of the CSLP.</p> <p>If I have entered into any CSL agreements while a minor, I hereby ratify those agreements. I further acknowledge that I am indebted to Canada for the amounts of financial assistance previously provided.</p> <p>Do you intend to apply for a determination as a person with a permanent disability?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>I have read and understood the Privacy Statement on the attached overleaf.</p> <p>_____ Student's Signature</p> <p>_____ Date (yyyy/mm/dd)</p>	EFFECTIVE DATE OF TRANSACTION	YEAR	MONTH	DAY	
	AMOUNT BROUGHT FORWARD FROM PREVIOUS GUARANTEED LOANS	Can\$	.XX		
	AMOUNT BROUGHT FORWARD FROM PREVIOUS RISK-SHARED LOANS	Can\$	.XX		
FULL NAME, ADDRESS AND TELEPHONE NUMBER OF LENDER	<p><b>National Student Loans Service Centre</b>  <b>P.O. Box 4030</b>  <b>Mississauga, Ontario</b>  <b>L5A 4M4</b></p>		TRANSIT NUMBER		

**COPY 2 - CSLP**  
 COPY 4 - TO BE GIVEN TO STUDENT  
 COPY 3 - TO BE RETAINED BY THE EDUCATIONAL INSTITUTION (AND IF THERE IS AN EARLY WITHDRAWAL OR CHANGE IN STUDENT STATUS, IT WILL BE COMPLETED AND RETURNED TO THE NSLSC)  
 COPY 2 - TO BE SENT TO CSLP BY LENDER, FOR FULL-TIME GUARANTEED/RISK-SHARED LOANS  
 COPY 22A - TO BE GIVEN TO STUDENT BY NSLSC TO PROVIDE PREVIOUS LENDER WITH CONFIRMATION OF ENROLMENT  
 COPY 1 - NSLSC OR LENDER



NOTE TO STUDENTS: PRESENT THIS FORM TO THE NSLSC OR YOUR PREVIOUS LENDER AT THE BEGINNING OF YOUR SCHOOL YEAR.

**CANADA STUDENT LOANS PROGRAM  
CONFIRMATION OF ENROLMENT  
SCHEDULE 2**

**IMPORTANT TO YOU - READ OVERLEAF**

(Version française disponible sur demande)  
PRESS FIRMLY; YOU ARE MAKING FIVE COPIES

PROVINCE	23	SOCIAL INSURANCE NUMBER

**CONFIRMATION OF ENROLMENT - TO BE COMPLETED BY THE BORROWER AND EDUCATIONAL INSTITUTION**

SURNAME OF STUDENT		GIVEN NAMES OF STUDENT							
CURRENT ADDRESS		DATE OF BIRTH		NUMBER OF WEEKS OF STUDY	PERIOD OF STUDIES COMMENCEMENT DATE		PERIOD OF STUDIES END DATE		
Area code and telephone number (while at school)		YEAR	MONTH		DAY	YEAR	MONTH	YEAR	MONTH
PERMANENT ADDRESS		INSTITUTION CODE		<b>NOT VALID AFTER <input type="checkbox"/> THIS DATE</b>					
Area code and Telephone number		PROGRAM OF STUDIES CODE							
NAME AND ADDRESS OF EDUCATIONAL INSTITUTION									

As required (1) by the CSFAA and CSFAR and (2) by the CSLA and CSLR for CSLs, this confirms that this student is enrolled (✓ check one)  full-time or  part-time. (Refer to Instructions to Students on overleaf.) The student is registered at the above named institution at the post-secondary level for the period of studies ending in the month shown above.

NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	DATE SIGNED			
SIGNATURE OF AUTHORIZED OFFICER OF THE EDUCATIONAL INSTITUTION		YEAR			MONTH	DAY
		CONFIRMATION OF ENROLMENT VALID FOR ONLY 30 DAYS FROM THIS DATE - VOID AFTER THE PERIOD OF STUDIES END DATE				

**EARLY WITHDRAWAL NOTICE/CHANGE IN STUDENT STATUS - TO BE COMPLETED BY DESIGNATED EDUCATIONAL INSTITUTION**

**LOAN SUMMARY**

<b>NOTE TO EDUCATIONAL INSTITUTION</b>		EFFECTIVE DATE OF TRANSACTION	YEAR	MONTH	DAY
If this student's status changes before the Period of Study End Date indicated above, complete and send this form to:			AMOUNT BROUGHT FORWARD FROM PREVIOUS GUARANTEED LOANS	Can\$	
National Student Loans Service Centre P.O. Box 4030 Mississauga, Ontario L5A 4M4		AMOUNT BROUGHT FORWARD FROM PREVIOUS RISK-SHARED LOANS		Can\$	
<input type="checkbox"/> Student is now enrolled in less than 60% of a full course load (40% for permanently disabled) <input type="checkbox"/> Student is now enrolled in less than 20% of a full-time course load <input type="checkbox"/> Withdrew from Educational Institution <input type="checkbox"/> Early Completion			TRANSIT NUMBER		
First Day of Classes Date (yyyy/mm/dd) Change in Student Status Date (yyyy/mm/dd)		SIGNATURE OF AUTHORIZED OFFICER OF THE EDUCATIONAL INSTITUTION			
Date (yyyy/mm/dd)					

**COPY 3 - EDUCATIONAL INSTITUTIONAL** COPY 4 - TO BE GIVEN TO STUDENT  
 COPY 3 - TO BE RETAINED BY THE EDUCATIONAL INSTITUTION (AND IF THERE IS AN EARLY WITHDRAWAL OR CHANGE IN STUDENT STATUS, IT WILL BE COMPLETED AND RETURNED TO THE NSLSC)  
 COPY 2 - TO BE SENT TO CSLP BY LENDER, FOR FULL-TIME GUARANTEED/RISK-SHARED LOANS  
 COPY 22A - TO BE GIVEN TO STUDENT BY NSLSC TO PROVIDE PREVIOUS LENDER WITH CONFIRMATION OF ENROLMENT  
 COPY 1 - NSLSC OR LENDER



<b>ABBREVIATIONS:</b>	<b>CSFAA</b>	<b>Canada Student Financial Assistance Act</b>	<b>CSL</b>	<b>Canada Student Loan</b>
	<b>CSFAR</b>	<b>Canada Student Financial Assistance Regulations</b>	<b>CSLP</b>	<b>Canada Student Loans Program</b>
	<b>CSLA</b>	<b>Canada Student Loans Act</b>	<b>CSLR</b>	<b>Canada Student Loans Regulations</b>
	<b>NSLSC</b>	<b>National Student Loans Service Centre</b>		

\* **In this schedule, educational institution means:**

(i) **in respect of your previous CSLs, a "specified educational institution" as defined by the CSLA,**

## **IMPORTANT NOTICE**

- All student loans negotiated on or after August 1, 2000 (Direct Loans) are being administered by the NSLSC.  
All student loans negotiated prior to August 1, 2000 (Guaranteed or Risk-Shared Loans) are administered by the lending institution.
- If you have Direct Loans and Guaranteed or Risk-Shared loans, **you should contact the National Student Loans Service Centre first, concerning Confirmation of Enrolment.**
- **If you have loans negotiated prior to August 1, 2000, it is your responsibility to provide your lender with a valid Confirmation of Enrolment, in order to maintain your previous loans in interest-free or in-study payment deferred status. Failure to do so will result in the loss of your interest-free or in-study payment deferred status and you may be required to pay your previous lender any interest owing. Copy 22A of this document can be used for this purpose as long as it is provided to the lender holding the previous loan, within 30 days of the confirmation date indicated on the schedule.**

## **INSTRUCTIONS TO STUDENTS**

### **Step 1: Confirm Your Enrolment**

Have the Educational Institution you plan to attend confirm your enrolment by completing and signing the Confirmation of Enrolment - Schedule 2 form.

### **Step 2: Sign and Date your Confirmation of Enrolment Schedule 2 Form**

It is important that you read and understand the Consent and Certification and the terms and conditions of this form. You must provide your agreement/consent by signing the Consent and Certification section of this form.

### **Step 3: Bring your document to a NSLSC kiosk or mail it to the NSLSC**

Bring your completed Confirmation of Enrolment document to an on-campus NSLSC kiosk. You will be required to show your Social Insurance Number card (or any other official Government of Canada document that indicates your Social Insurance Number) and any valid photo identification issued in Canada by the federal or a provincial/territorial government.

You can also mail your completed Confirmation of Enrolment document along with photocopies of two acceptable pieces of identification (as indicated above) directly to:

National Student Loans Service Centre  
P.O. Box 4030 Mississauga, Ontario  
L5A 4M4

### **Withdrawing Early from your Studies?**

If you withdraw from studies early, your "Period of Studies End Date" shown on this Schedule 2 will be adjusted to the month of withdrawal and your interest-free or in-study payment deferred status will end on the last day of the month in which you withdraw. Contact the NSLSC and your lender immediately.

### **Keep your student loans up-to-date**

You must provide the NSLSC and your previous lender with a valid Confirmation of Enrolment to continue interest-free or in-study payment deferred status on full-time loans or part-time loans, regardless of whether you have applied for a new loan. Failure to do so as required by the CSFAR and CSLR will result in the loss of your interest-free status and you may be required to pay interest owing or to pay principal and interest payments while in-study.

Ensure you retain copy 4 of your Confirmation of Enrolment - Schedule 2, for your files.

Remember, if you have a full-time and/or part-time loan and decide to attend school part-time, you will be required to make payments on your full-time loan(s); however, payments on your part-time loan(s) will be deferred until six months after studies have been completed and no interest will accrue during your in-study period.

If you only received a full-time loan(s), you will be required to start making payments six months after your last confirmed period of studies end date.

### **Notice of Collection of Personal Information**

Your personal information is collected under the authority of the CSFAA, the CSLA, and the Privacy Act for the purpose of administering the Canada Student Loans Program (CSLP).

The Social Insurance Number (SIN) is collected by the Minister of Human Resources and Skills Development under the express authority of the CSFAA and in accordance with the Treasury Board Secretariat Directive on Privacy Protection regarding use of the SIN. The SIN will be used for the administration of the CSLP under the CSFAA. The SIN will be used as a file identifier and, along with the other information you provide, will also be used to validate your application, and to administer and enforce the CSLP. Completion of this agreement is voluntary; however failure to provide your personal information will result in not being considered for a Canada Student Loan.

For the purpose of the administration and/or enforcement of the CSFAA or the CSLA the information collected on this form will be shared with provincial governments, financial institutions and the NSLSC. It could also be shared with other federal government institutions, and any previous lender.

The information you provide may be used and/or disclosed for policy analysis, research and/or evaluation purposes. In order to conduct these activities, various sources of information under the custody and control of HRSDC may be linked. However, these additional uses and/or disclosures of your personal information will never result in an administrative decision being made about you.

Your personal Information is administered in accordance with the CSFAA, the CSLA, and the Privacy Act. You have the right to, the protection of, and access to, your personal information. It will be retained in Personal Information Bank No PPU 030. Instructions for obtaining this information are outlined in the government publication entitled Info Source, which is available at the following web site address; <http://www.infosource.gc.ca>. Info source may also be accessed on-line at any Service Canada Centre.