

Sponsorship Authorization Form

- Completed forms to be sent to: accountsreceivable@selkirk.ca
- This form is required if a student is receiving funding other than a student loan.
- This form is for base programs only – not for Continuing Education courses.
- Please ensure all information is completed. An incomplete form will delay the process.
- Completion of this sponsorship form does not guarantee acceptance to a program. All College Program admission requirements and course prerequisites must be met to be accepted into a program or course.
- Students are required to complete and sign the Selkirk College Authorization of Release of Student Information form to enable the sharing of student information with Sponsors. This form is available online at: <http://selkirk.ca/current-students>, under Information & Forms.

To Be Completed By Student:

Personal Data		
Last Name	First Name	Student Number

Program Information		
Campus:		
Program:		
Academic Terms:	<input type="checkbox"/> Fall 20__ (August - December)	<input type="checkbox"/> Winter 20__ (January - April)
		<input type="checkbox"/> Spring 20__ (May - July)
Specific Dates	From: _____	To: _____

To Be Completed By Sponsor:

Sponsor Information		
Agency/Group Name:		
Agency/Group Address:		
Contact Person:	Sponsor PO Number:	Selkirk College Invoice Number:
Phone Number:	Fax Number:	Email:
Authorized by		
Print Name:	Sign name:	
Billing Address:		

Financial Details		
Sponsorship Includes	Approved Amount	Paid to
1. Non-refundable application fee -required for New Students (1st Application) or a Returning Students (to different program) -not required for Continuing Students (to same program) or Upgrading/College PREP/Adult Special Education students	Domestic & International non-refundable application fee amounts posted at: http://selkirk.ca/financial-information/tuition-fees/miscellaneous-fees	<input type="checkbox"/> College <input type="checkbox"/> Student
2. Non-refundable seat deposit	Amount included in #3, below	<input type="checkbox"/> College <input type="checkbox"/> Student
3. Tuition & Student Fees	\$	<input type="checkbox"/> College <input type="checkbox"/> Student
4. Tool Deposit (Refundable fee)*	\$	<input type="checkbox"/> College <input type="checkbox"/> Student
5. Mandatory Extended Health & Dental Fee**	\$	<input type="checkbox"/> College <input type="checkbox"/> Student
6. Books***	\$	<input type="checkbox"/> College <input type="checkbox"/> Student
7. Supplies***	\$	<input type="checkbox"/> College <input type="checkbox"/> Student
Total Sponsorship with Selkirk College:	\$	
*Tool Deposit fee is a refundable deposit. The full amount will be refunded if all tools and tool tags are returned at the end of the program. If any tools are missing or damaged, a replacement cost will be assessed and this amount will be deducted from the \$100 Tool Deposit.		
**Students with proof of alternative coverage may be able to opt out of the mandatory Extended Health & Dental Plan prior to the published opt out deadline. (For opt out dates and instructions please visit: http://selkirkstudents.ca/health-and-dental/) or call 250-365-1262. Students who do not successfully opt out will be responsible for this fee.		
***Books and supplies will be invoiced separately by the Bookstore. Please contact the Bookstore at 250-365-1281 if you have any questions.		
Other funding Restrictions:		

If funding will be paid to the college, please sign below:

By signing below the sponsor agrees to the payment term of 30 days from issue date of invoice. So that actual costs and any savings can be passed on to sponsors, Selkirk College will initiate invoices after the 20th business day of course start. Please remit payment to Selkirk College on the basis of your invoice. Student fee payment deadlines will be deferred to accommodate this process. If this sponsorship includes Books & Supplies a separate invoice will be issued from the Selkirk College Book Store. *(If these terms conflict with your policy please call 250-365-1342 to see if other arrangements are possible)*

Sponsor Signature: _____ Date: _____

Admission Use Only	
<input type="checkbox"/> Approved	Tuition and student fee date extended to: _____
Comments:	_____ _____
Registrar:	Date: