



BRANDON UNIVERSITY

Founded 1899

J.R.C. EVANS EMERGENCY LOAN APPLICATION FORM

The J.R.C Evans Memorial Loan Fund is a source of last resort financial assistance to meet an EMERGENCY situation related to a student's academic pursuits.

Background: The J.R.C. Evans Trust Fund is supported by the Brandon University Alumni Association. The fund was started in 1958 by Dr. Wilfred McCutcheon (Dean of Education from 1955-67 and BU Honorary Doctorate recipient 1989) and alumnus William Keller, BA '55, PEd.'56. The trust fund was named in honor of former BU President Dr. J.R.C. Evans (1891-1959). Over the years donations have been made by alumni, faculty, and the citizens of Brandon. In 1968 a large donation was received from the Estate of Professor George MacDowell (1913-1986), an economics professor at BU. The purpose of the J.R.C Evans Memorial Fund is to provide short-term emergency financial assistance to **full-time** students at Brandon University, so they can remain in their program of study.

Application Procedure and Approval Process

Funds are advanced on an interest free basis if re-payment is made as agreed. Personnel from Student Services are available to assist you with the application if necessary.

- The student must be in full-time attendance
- This loan is not to be used to pay tuition or purchase books
- The maximum loan is \$600.00
- Applicants need a co-signer who is not a student or a spouse and the co-signer must sign the promissory note
- All co-signer information will be verified by the Accounts Receivable Office
- The co-signer should be aware that he/she will be held responsible for repayment of the loan plus interest, in the event the student defaults on repayment.
- Students who have outstanding loans will not be issued an official transcript of marks or parchment until all amounts are repaid.
- Interest will be calculated at prime +2% from the date of default.

The Accounts Receivable Office reviews the completed application to determine suitability of the co-signer and to arrange the terms of repayment.

Application Information (Please Print)

How much are you applying for (up to \$600)? _____

Have you previously applied? Yes _____ No _____ If Yes, when? _____

Student # _____ Possible Grad Date _____ Date of Birth ___/M ___/D ___/Y

Mrs Mr Ms Miss

	Last name	First Name	Initial
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Address: _____

Apt#	Street	City	Prov	Postal Code
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Telephone (H)	(W)	E-mail Address
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Permanent Address (if different from above): _____

Spouse's/Partner's Name: _____ # of Children _____

Next of Kin: _____

Name	Address	Telephone
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Financial Resources for the Current Term

Total amount of:	Amount received monthly from:
Student Aid _____	Part-time work _____
BU scholarships & bursaries _____	Parental contribution _____
Summer savings _____	Partner's income _____
	Sponsor/other agency _____

Other sources of income (e.g.: tax refund, child tax credit):

Expenses for the Current Term

	Amount Paid to Date	Amount Owing
Tuition & fees	_____	_____
Books & supplies	_____	_____
Residence charges	_____	_____
Rent (monthly)	_____	_____
Utilities (specify)	_____	_____
Childcare expenses (monthly)	_____	_____
Transportation costs (monthly)	_____	_____
Other (specify)	_____	_____

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Please Describe Your Emergency (Explain what circumstances, related to your academic pursuits, have prompted your application and what other attempts you have made to finance this need.)

Co-signer Information (cannot be a spouse or another student)

Mrs Mr _____

Ms Miss Last name First name Initial

Address: _____
 Apt # Street City Prov Postal

Telephone (H): _____ (W): _____ Date of Birth ___/M ___/D ___/Y

Relationship to Applicant _____

Place of Employment _____ How long _____

Annual Income _____

Address _____

Banking Institution _____

Signatures of Applicant and Co-signer

I hereby certify that this application is made for a bona fide purpose to further my education or training, that the information contained herein is true to the best of my knowledge and that I have withheld no material facts. I hereby further authorize Brandon University and its agents to investigate my financial background based on the information contained herein, in the process of considering my application. This information is given with the understanding that everything contained herein will be held strictly confidential.

Signature of applicant

Signature of co-signer

Promissory Note

For value received, we promise to pay the sum of _____ dollars to Brandon University (J.R.C. Evans Memorial Loan Fund), on the following dates (maximum term: 6 months or graduation, whichever comes first):

Date	Amount	Date	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

In the event that any of the payments are not made on the day the same becomes due, the whole of the outstanding balance, then unpaid, shall become due and payable, and interest shall accrue and become payable at the rate of two percentage points above the prime lending rate at the Royal Bank of Canada as at the date when the said payment is not made.

Dated in the City of Brandon, in the Province of Manitoba this _____ day of _____, _____.

Signature of applicant

Signature of witness

Signature of co-signer

Signature of witness

For office use only:	
Amount: _____	Date: _____
Full-Time: _____	Trans: _____
Co-Signer: _____	Approved _____
Declined: _____	