

## STUDENT FINANCIAL INFORMATION 2019-2020

### DENOMINATIONAL SPONSORSHIPS

Because each of the denominational systems runs differently, following, you will find information on each. **All students, whether sponsored or not, will receive a Statement of Account directly if there is a balance owing on your account. It is your responsibility to ensure that the amounts billed each term correctly reflects your registration. Unless otherwise notified, you are responsible for all costs at registration.**

#### *Pine Hill Divinity Hall*

The Executive Director of Pine Hill Divinity Hall provides the Business Office with a listing of sponsored students. **You must reapply each year to be considered for sponsorship.** "PHILL" will be applied to the account name (e.g. Doe, Jane PHILL). This year tuition of required credits is paid in full for approved Candidates in the Residence or Distance program as will the Technology and Campus Renewal fees. The maximum coverage once you are a candidate will be a total of 30 required credits toward your MDiv degree. Pine Hill only pays tuition fees directly to the Business Office. If you believe you are sponsored but do not see "PHILL" beside your name, please contact Brenda Munro at the Pine Hill Office at 902-423-3158.

#### *Diocese of N.S. & P.E.I.*

Archbishop Ron Cutler will be providing the Business Office with a listing of sponsored students. The word "DIOCESE" or a derivative is then applied to the account name (e.g. Doe, Joe DIO). In this way, we confirm to you that we were advised that your tuition expenses will be covered. The Diocese only pays tuition fees directly to the Business Office.

#### *Roman Catholic Archdiocese of Halifax-Yarmouth*

Those students sponsored under the Diaconal Candidate Program and who are co-operating in their study costs are instructed to pay the full tuition/student union fees themselves and then take copies of the receipt to your own parish for reimbursement of 25%, to the Archdiocese for 60% and the final 15% is for your pocket. If you have been advised to submit your full bill directly to the Archdiocese for payment, please advise the Business Office including to whose attention it should be directed. Bursaries awarded by the Archdiocese to students usually require a letter of confirmation of enrollment from the Registrar's office. Email your request for confirmation of enrollment letter to our Registrar ([registrar@astheology.ns.ca](mailto:registrar@astheology.ns.ca)).

### PROVINCE OF NOVA SCOTIA TUITION GRANTS

All Province of Nova Scotia students (as noted, under the Registrar's criteria) taking for credit courses will receive a tuition reduction grant from the Province of Nova Scotia. These amounts will be credited to the students account after the add-drop deadlines, and statements will be issued if any balances remain on account. These grants, if when combined with any AST bursaries total over \$500, will be reported on T4As and issued to the receivers in February of the following year for income tax purposes. T4As are issued by the Business Office at the end of February. Please keep your mailing address up to date at AST.

### CANADA STUDENT LOANS & PROVINCIAL STUDENT LOANS

Please see the Registrar (Office 131) for AST's confirmation of student registration status for new student loans and existing student loans (Schedule 2 - Canada Student Loans Program Confirmation of Enrolment form).

### AST FINANCIAL ASSISTANCE

The Bursary Application form and a listing of AST-administered bursaries is posted on the Students page of the AST website (<http://www.astheology.ns.ca/webfiles/AST-Bursary-Application-Sept-30-10.pdf>) and printed copies of the application form are on the shelf outside of Office 121. While some bursaries are denomination specific or have specialized trust conditions, (e.g. background in a health profession), the major deciding factor of awards is based on the student's financial need. Students who are denominationally sponsored may also apply for AST bursaries. AST bursary application forms are due by September 30.

### **AST ACCOUNT PAYMENTS**

Account payments are due on September 5, 2019 (Fall Term) and January 6, 2020 (Winter Term). Payments can be made by cash, cheque, debit card, Visa or MasterCard (can be made over the phone) at the Business Office (Office 121, Administration Building – 902-496-7942) or the Library (902-423-7986). Term course totals will be listed separately on your statement (e.g. Fall 19/Win 20) as will student union (AST St.U 19/20 or SMU SA), Health Plan and Bus Pass Fees. Summer MDiv distance students must opt in for Bus Pass (May 1 to August 31). Summer MDiv distance students receive an automatic waiver for and health/dental plan, (if you do want coverage, contact the Business Office). All other full-time students must submit the SMUSA Waiver forms to their offices, if they have coverages elsewhere.

If you anticipate a delay in meeting AST's payment deadlines, contact Jean McNeil in the Business Office ([jmcneil@astheology.ns.ca](mailto:jmcneil@astheology.ns.ca) or 902-496-7942) and inform her of the details. Copies of student loans documentation or a payment plan for administrative approval should be provided to Jean, if receipt of funds are expected beyond the due date.

If you have any questions about your student account and/or payments, contact Jean McNeil in the Business Office (Office 121, main floor of the Residence Building) or by email ([jmcneil@astheology.ns.ca](mailto:jmcneil@astheology.ns.ca)) or by phone (902-496-7942).