

Sent: December-01-17 4:35 PM

Subject: Financial and Academic Support to help you Recover

Dear Sheridan Community,

Helping students to complete the second half of the fall semester is the top priority of faculty and staff at Sheridan. Your education, individual circumstances and success matter to us.

To that end, I'm writing today to make sure you know about the financial, academic and wellness supports that are available to help you recover from the strike. In this email, you'll find information about:

1. Student Strike Relief Fund
2. Additional Financial Support
3. Academic Support (accommodation, library, tutoring)
4. Wellness Activities
5. Tuition Refund for Program Withdrawals

1. Student Strike Relief Fund

This fund provides financial assistance (up to a maximum of \$500 per student). We appreciate that the limit is contentious and in addition, the broader emotional impacts of the strike are incalculable. This fund, however, was created to assist students to complete their studies by helping to cover eligible **unexpected, additional expenses** that are a direct result of the strike and /or the extension of the fall and winter semesters.

Who is Eligible?

This fund is available to full time, domestic and international students (in Sheridan's programs and our joint programs with UTM, York and Brock) who remain enrolled. You cannot apply for the fund if you withdraw from your program. It's also open to apprentices enrolled in Fall 2017 and Winter 2018 programs who are completing their in-school training.

How Do I Apply?

Please visit <http://myotr.sheridancollege.ca/strike-relief-application.html> for detailed instructions. You have until 11:59 p.m. on April 27, 2018 to apply, which is the last day of the winter semester for most programs. Supporting documents and receipts must be uploaded together with the form.

You may apply only once. You might not know all of the additional costs you will experience until the winter term is underway. You don't have to apply right now. You can wait until later in the winter term, to make sure you consider all of your unexpected costs and submit them together.

What does the Fund Cover?

Eligible categories of costs include:

- Additional travel costs to change or cancel travel (such as plane, train or bus tickets) booked prior to October 30, 2017
- Additional living expenses such as food, housing and transportation
- Additional child-care expenses
- Other additional costs based on individual needs or circumstances

The fund was not established to cover lost wages. For more information about ways that Sheridan can help you to recover from lost income, please see item 2 below.

2. Additional Financial Supports

Staff and faculty at Sheridan are empathetic to the stress that comes with worrying about how to pay for postsecondary education. If you have questions about the fund or require assistance with the application process, please visit or contact our Financial Aid & Awards offices. Contact information is provided below.

If you have a financial need that exceeds the \$500 that is available per student through the Student Strike Relief Fund, you may be eligible for other available resources such as financial aid and emergency bursaries. For more information on these options, please visit

<https://www.sheridancollege.ca/admissions/financial-aid-and-awards/awards-and-scholarships.aspx>

Options also exist to defer your fees. For more information, please contact the Financial Aid & Awards Offices at fin.aid@sheridancollege.ca or visit them at:

- Davis Campus: Room B212h
- Hazel McCallion Campus: Room A155
- Trafalgar Campus: Room D100

3. Assignment, Tutoring and Study Help

Extended hours are currently available for tutoring and self-study in our libraries. To learn about additional supports that have been added after the strike please visit:

<http://sheridancollege.libguides.com/studyhelp>.

You may also contact our tutoring team at tutoring@sheridancollege.ca, and contact library@sheridancollege.ca for additional research and assignment help.

4. Wellness Activities

To help you combat stress and get back on track, Sheridan and the Sheridan Student Union have organized a variety of events and initiatives from yoga to peer support to enhance your wellness in the busy days ahead.

For up to date information on what's happening at your campus, please visit:

<https://www.sheridancollege.ca/news-and-events/back-to-class/wellness-events.aspx>

If you are feeling overwhelmed or have additional concerns about completing your semester, please visit the Centre for Student Success. Our Student Advisors are here to support you.

- Locations: Davis Campus: Room B230; HMC: Room A247; Trafalgar Campus: Room B104
- Phone: Davis Campus: ext. 5400; HMC: ext. 2528; Trafalgar Campus: ext. 2557
- Email: askanadvisor@sheridancollege.ca

5. Tuition Refund for Program Withdrawal

Even with these additional supports, you may determine that you cannot complete the Fall 2017 semester. If this is the case, you are able to withdraw from your program and receive a tuition refund.

Deadline

The deadline to apply for a tuition refund for program withdrawal is December 5, 2017. Students who withdraw as a result of the strike will not face academic penalty. In addition, students may withdraw up

until December 15 without facing academic penalty, but tuition refunds are only available if you withdraw by December 5.

Who Can Apply for Tuition Refund?

- Full time and part time domestic students
- Full time and part time international students
- Apprenticeship students and Second Career Students

Students in Sheridan's joint programs with UTM, York and Brock University must follow the withdrawal policies of their home universities.

Please note that students who withdrew from Sheridan prior to October 16, 2017 (the start of the strike) are not eligible for the tuition refund.

How do I Apply?

Since withdrawing is a major decision, we suggest that you first review your program's semester completion plans and talk with faculty about your concerns. To initiate a withdrawal discussion, please visit the Centre for Student Success and meet with a Student Advisor. If you're an international student, please visit the International Centre once you have met with a Student Advisor. Students in joint programs (UTM, York, Brock) must follow the withdrawal policies of their home universities.

Can I Withdraw from my Courses this Semester and be Readmitted to January 2018 or Later?

Please note that not all the courses from the Fall semester are offered in the winter semester. As a result, in some programs, students who withdraw from the Fall 2017 term may need to wait until Fall 2018 to resume their studies. We also cannot guarantee re-admission to every student who withdraws, as spaces for Winter 2018 and Spring 2018 semesters have already been accepted by other students.

Please visit the Centre for Student Success and meet with a Student Advisor if you'd like to begin the withdrawal process.

What is Included in the Tuition Refund?

Students who withdraw will be reimbursed their tuition fees including their initial non-refundable deposit (\$500 for full-time students and \$340 for part-time students).

Unlike the Student Strike Relief Fund, Sheridan has some discretion in what can be included in tuition refunds for program withdrawal.

Sheridan will reimburse students for all of their compulsory "administrative fees", such as fees that cover I.T./mobile, graduation, transcripts, alumni membership, health centre, athletics, career centre, peer mentoring and tutoring.

Program specific material fees (shown as "program fees" on student invoices) will be refunded on a pro-rated basis, as these materials have been partially consumed.

In addition, the Sheridan Student Union will provide a full refund for the Student Centre building fee and the Student Centre capital budget fee.

What is Not Included in the Refund?

Fees paid by domestic students for medical plans (shown as “SSUI Medical and Dental Plan” on the student invoice) will not be refunded. Students will continue to receive health and dental coverage until August 31, 2018. Similarly, fees paid by international students for health plans issued through guard.me will not be refunded in the case of strike-related program withdrawal.

In the event that a student who is withdrawing wishes to opt out of coverage after the fall semester concludes and no later than January 31, 2018, a refund in the amount of \$191 (representing premiums from February 1 – August 31, 2018) may be requested. This change in coverage MUST be requested before the end of the business day on December 22, 2017 by emailing studentfees@sheridancollege.ca.

Processing and Payment

Students will receive their refund within two weeks of the December 5th application deadline.

Under the Ontario Student Assistance Program (OSAP) loan agreement, Sheridan must send the tuition fee refund to the National Student Loan Service Centre if there is an outstanding loan balance for students receiving financial assistance through this source. Tuition refund cheques will be sent directly to students who do not have OSAP balances.

Immigration Implications for International Students

As there may be implications for your study permit status, and future applications for Post Graduate Work Permit or renewals, please seek the advice of International Centre staff. Immigration, Refugees and Citizenship Canada (IRCC) has also provided information on the implications of withdrawal on study permits, work permits and future applications. Please visit: <http://www.cic.gc.ca/english/helpcentre/answer.asp?qnum=1369&top=15>

If you have additional questions, please send them to backtoclass@sheridancollege.ca. As always, we will do our best to respond promptly to your inquiry.

The academic strike that disrupted the fall semester lasted five weeks – recovering from it will also take time, patience and perseverance. Please take the time to consider all of your options. We will support you in whatever decision you determine is right for you.

Sincerely,

Dr. Janet Morrison

Provost and Vice President, Academic