

**Statutory Declaration
for Interest Free Status for a
Step Parent
on Parental Leave for Alberta Student Loans
Instruction Sheet**

If within the last twelve months:

- (a) you have taken a break from full-time post-secondary studies;
- (b) you are responsible for the care or support of a child(ren);
- (c) you are not the biological parent, adoptive parent, or legal guardian of the child(ren) or have a legal document evidencing your responsibility for the child(ren); and
- (d) you want to apply for interest free status as a person on parental leave for your **Alberta Student Loans**;

you need to print and complete the attached Statutory Declaration.

In completing the Statutory Declaration for Interest Free Status for a Step Parent on Parental Leave for Alberta Student Loans (“Statutory Declaration”) you must identify the child(ren) that you became responsible to care for or support. Describe how this responsibility arose. This responsibility must have arisen within 12 months of when you ceased to be a full-time student.

***IMPORTANT:** A statutory declaration is of the same force and effect as if made under oath. Making a false or fraudulent declaration could result in the cancellation of your interest free status for Alberta Student Loans and is a contravention of the Criminal Code of Canada.*

Steps to complete the Statutory Declaration

- 1) Print off the form. Note: the form must be completed in ink.
- 2) Complete your legal name, city or town, and province/state.
- 3) Complete the child(ren)’s legal name. (This is the child(ren) you became responsible to care for or support within 12 months of when you ceased to be a full-time student.)
- 4) Describe the nature of your responsibility to care for or support this/these child(ren) and how this responsibility arose.
- 5) Provide the date you became responsible to care for or support this/these child(ren).
- 6) Take this form to a Commissioner of Oaths or Notary Public in the Province of Alberta or to a Notary Public outside the Province of Alberta to be commissioned or notarized.
- 7) You need the **original** and at least **one copy** (copies can be certified or photocopied) of the Statutory Declaration.
- 8) Keep one copy in a secure place for your records.

Where do I send the Statutory Declaration?

Send copies of the statutory declaration to the appropriate service provider or lending institution, as applicable:

- If you have Alberta Student Loans at **EDULINX only**, send the original statutory declaration to:
EDULINX, PO Box 4050, Mississauga STN A, Mississauga ON L5M 4M9
- If you have Alberta Student Loans at **EDULINX and Royal Bank and/or CIBC**, send the original statutory declaration to
EDULINX and the copies to Royal Bank and/or CIBC.
- If you have Alberta Student Loans at **Royal Bank and/or CIBC only**, send the original statutory declaration to Royal Bank
and/or CIBC.

Who do I contact for help?

- EDULINX toll free in Canada at 1-866-827-0310
 - outside North America toll free at 800-2-529-9242, plus appropriate country code
 - for the hearing impaired, toll free TYY number at 1-866-587-1853

Declarant's (Student's) Social Insurance Number:

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We are collecting this personal information to determine and verify your eligibility for parental leave interest free status for Alberta Student Loans as a person who is responsible for the care of a child(ren) but is not the biological parent, adoptive parent or legal guardian in accordance with the *Student Financial Assistance Act* (Alberta) and *Regulation*. Your personal information is managed in accordance with the *Freedom of Information and Protection of Privacy Act* (Alberta). If you have any questions about the collection of this information, call the Student Funding Contact Centre: in Edmonton at 780-427-3722, or toll free in Canada at 1-800-222-6485.

**Statutory Declaration for Interest Free Status for a
Step Parent
on Parental Leave for Alberta Student Loans**

I, _____ of _____ in the
(Declarant's (Student's) Full Legal Name) *(City/Town)*

Province/State of _____, solemnly declare that I am responsible for the care of or support of the following child(ren) who is/are a new addition to my family within the past 12 months (add an additional sheet to this Statutory Declaration if required),

Legal Name of child _____

Legal Name of child _____

Legal Name of child _____

and my responsibility for the care or support of this/these child(ren) is as follows:

and this responsibility arose as of _____
(Date)

AND I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at _____
this _____ day of _____,
_____, 20_____.

(Declarant/Student)

A Commissioner for Oaths/Notary Public in and for

the _____ of _____

My Appointment Expires: _____