

FINANCIAL AID POLICY (GC-POL-11)

Item	Detail
Policy No.	GC-POL-11
Effective Date (this revision)	September 29, 2026
Previous Version	September 8, 2026
Next Scheduled Review	September 29, 2027
Applies To	All students in all programs
Responsible Office	Office of the Registrar
Regulatory Basis	StudentAid BC Policy Manual 2026/27 ss.1.5.1, 2.3.1
Related Policies	GC-POL-08 Admission; GC-POL-09 Tuition and Fees; GC-POL-10 Refund
Institution	Guildford College Inc. PTIRU Institution No. 04470

1. Eligible programs

Program (approved title)	Credential	StudentAid BC program code
Health Unit Clerk - with Practicum	Certificate	TAY7
Health Unit Clerk	Certificate	TAO7
Bookkeeping & Payroll	Certificate	ZFB7
Business Administration Diploma	Diploma	ZAS7

Institution code: AQFS. Full-time course load for StudentAid BC purposes: 100% (20 or more instructional hours per week).

2. Who can apply

- Canadian citizens, permanent residents and protected persons who meet StudentAid BC residency and other requirements.
- StudentAid BC does not fund students under 19 who have not completed high school.
- Eligibility and the amount of any funding are decided by StudentAid BC, not by the College. The College never states or implies that funding is guaranteed.

3. College responsibilities

- The Office of the Registrar helps students apply and explains, before the student signs the Master Student Financial Assistance Agreement, their obligation to repay student loans and the consequences of default.
- Before asking StudentAid BC to remit funds directly to the College for tuition, the College explains the direct tuition remittance policy and obtains the student's agreement.
- The College confirms enrolment and reports withdrawals and attendance issues to StudentAid BC within the required timelines.

4. Timelines

Students should apply at least one month before classes begin and no later than six weeks before the end of the study period.

Approved by: Firas Haddad, President & Senior Educational Administrator, Guildford College Inc. · Approved and effective September 29, 2026.

All Guildford College student policies are published at <https://guildfordcollege.com/policies/>.