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## **Transportation Hardship Fund (THF)**

### **UBC O U-Pass Program**

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The Transportation Hardship Fund (THF) fund is an annual fund per year that will be used to provide subsidies off the cost of the U-Pass to UBC O students who are not eligible to apply for an exemption but who have other circumstances limiting their ability to benefit from the U-Pass program or who suffer financial hardship due to the mandatory nature of the U-Pass program.

The Fund is administered through the Associate Vice President Administration and Finance, Parking Office. Please read the following information before completing your application.

### **Eligibility Criteria**

Applicants must meet one or more of the following criteria in order to apply for the THF:

1. Demonstration of financial hardship (requires proof of private or student loan).
2. Family obligations (e.g. single parent, sick parents, medical need, etc.) that limit student's ability to attend campus on a regular and consistent basis.
3. Live in area within the Central Okanagan Regional District where transit service is limited or not currently available. Applications received under this criterion will be assessed by the City of Kelowna (requires proof of residence via bill or piece of recent mail dated no more than 2 months prior to the date of your THF application).

### **Administering the THF**

Depending on the number of applications received, a sliding scale may be used to determine the level of subsidy that you will receive.

### **THF Application Deadline**

The attached application form and supporting documentation must be received by **September 30<sup>th</sup>**. Students starting courses in January, who wish to apply for the STI Fund, must do so by **January 31<sup>st</sup>**.

### **Submitting your Application**

All subsidy applications must be received by the deadline in order to be considered. Applications can be dropped off, sent in campus mail, or emailed to the following address:

Cathy King  
Transportation Hardship Fund  
Security & Parking  
Arts 223  
e-mail your application to: [catherine.king@ubc.ca](mailto:catherine.king@ubc.ca)

### **Receiving your Subsidy**

You will be notified via email if your subsidy application has been accepted and how much of a subsidy you will receive by October 31<sup>st</sup> for the Fall semester and February 28<sup>th</sup> for the Winter semester. Successful applicants will receive a credit to their financial account for the subsidy amount they have been granted.

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**Transportation Hardship Fund  
Application Form  
Please Print**

**Student Name:** \_\_\_\_\_

**Student Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

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**Reason for Applying (please check all that apply)**

- I can demonstrate financial hardship.  
(If you select this criterion, please provide proof of private or student loan)
- I have family obligations (e.g. single parent, sick parents, medical need, etc.) that limit my ability to attend campus on a regular and consistent basis.  
(If you select this criterion, please provide details of your familial obligations).
- I live in an area within the Central Okanagan Regional District where transit service is limited or not currently available. Applications received under this criterion will be assessed by the City of Kelowna.  
(If you select this criterion, please attach a recent bill or piece of mail that includes your address and postal code, dated no more than 2 months prior to the date of your THF application).

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**Supplementary Information:**

Please attach all required documentation here:

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I understand that this information will not be used for purposes other than for processing my THF request.

Signature: \_\_\_\_\_

Date (d/m/y): \_\_\_\_\_

**Completed application forms can be submitted to:**  
Cathy King, Transportation Hardship Fund  
Security & Parking  
Arts 223  
e-mail your application to: [catherine.king@ubc.ca](mailto:catherine.king@ubc.ca)