

## Student Life Educational Fund - Checklist

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To qualify for the Student Life Educational Fund (SLEF), the activity must not be an academic requirement for a Fanshawe College course, and participants must be full-time post-secondary students.

Here's the Student Life Educational Fund Proposal Checklist:

Complete the Student Life Educational Fund Proposal Form in full at least **two (2) weeks before the event.**

The following items must be completed within **two (2) weeks after the event or trip.**

Submit a receipt or invoice

Submit a list of students including the students' full name, student number and signatures

Share any photos of the event/activity with the FSU – We'd love to see them!

All required documents can be submitted to the FSU Office (SC-1000) and/or can be submitted via email to the FSU Vice President, Student Engagement at [fsustudentengagement@fanshawec.ca](mailto:fsustudentengagement@fanshawec.ca).

**\*Failure to follow the above deadline(s) will result in future requests not being approved and the current submitted proposal will be cancelled.**

If you apply for the Student Life Educational Fund, here are a few things that you should know...

- The subsidy for the Student Life Educational Fund is **\$20.00 per full-time post-secondary student, per year** to a maximum of 90 students.
- The Student Life Educational Fund will not subsidize meals, entertainment activities or non-educational activities.
- All arrangements for the trip or activity as well as any upfront costs are the responsibility of the class, group or faculty member.
- The FSU will subsidize funding after the trip or activity.
- Submission of the proposal indicates an individual's acknowledgement and acceptance of any risks associated with the proposed trip or activity.

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For more information, please visit the FSU website: <https://www.fsu.ca/slef>