
POLICY TYPE:	Operational
POLICY TITLE:	G111 – STUDENT LIFE EDUCATIONAL FUND (SLEF)
LAST APPROVED:	EXEC – 08/2026
NEXT REVIEW:	January 2027

1.1 PURPOSE

- 1.1.1 Purpose of the Student Life Educational Fund is designed to help defray the cost of educational and extra activities that are relevant to the students' education.
- 1.1.2 To qualify for the Student Life Educational Fund, the activity must not be an academic requirement for a Fanshawe College course and participants must be full-time students at Fanshawe College.

1.2 APPLICATION PROCESS

- 1.2.1 All classes or groups that wish to utilize the Student Life Educational Fund must fill out a Student Life Educational Fund Proposal Form. The Student Life Educational Proposal Forms are available online at www.fsu.ca/SLEF.
- 1.2.2 The Student Life Educational Fund Proposal Form must be fully completed prior to submission including a statement from a faculty member outlining the relevancy of the event or trip to the College course and the benefit to the students in attendance.
- 1.2.3 The Student Life Educational Fund Proposal must be submitted to the FSU Office at least two (2) weeks before the scheduled trip or event.
- 1.2.4 The Student Life Educational Fund must be approved by the Executive Committee or Student Administrative Council.
- 1.2.5 After the trip or event, the class, group or faculty member must submit a receipt or invoice and a list of students, including students' full names, student numbers, and signatures that participated, to the FSU Office within two (2) weeks after the trip or activity. If the stated deadline is not followed, future requests will not be approved, and the submitted proposal will be cancelled.

1.3 APPLICATION INFORMATION

- 1.3.1 The subsidy for the Student Life Educational Fund is twenty dollars (\$20.00) per full-time post-secondary student, per academic year to a maximum of ninety (90) students. Any associated costs above the subsidy will be the responsibility of the class, group or faculty member.

- 1.3.2 All arrangements for the trip or activity as well as any upfront costs are the responsibility of the class, group or faculty member.
- 1.3.3 The class, group or faculty member, is responsible for and should be billed directly for all invoices.
- 1.3.4 The Student Life Educational Fund will not subsidize meals, entertainment activities or non-educational activities.
- 1.3.5 The FSU will subsidize funding after the trip or the activity.
- 1.3.6 There will be no carry forward to the next fiscal year.
- 1.3.7 Submission of the proposal indicates an individual's acknowledgement and acceptance of any risks associated with the proposed trip or activity.

1.4 APPENDICES

- 1.4.1 The following forms and documents supplement the Student Life Educational Fund:
 - i. Student Life Educational Fund Proposal Form
 - ii. Student Life Educational Fund Checklist
- 1.4.2 The Student Life Educational Fund Policy and supporting documents are available online at www.fsu.ca/SLEF.