

## **Public Service Announcement**

## New FANS enrolment verification process for students studying at Nunavut Arctic College

Start Date: August 8, 2023 End Date: August 31, 2023

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The Department of Education and Nunavut Arctic College (NAC) have a new enrolment process for students studying at NAC. The new process came into effect August 1, 2023.

NAC students can access their Enrolment Verification (EV) form from their <u>self-serve</u> <u>portal</u>. NAC Student Self-Service Portal instruction guides can also be found online.

Important changes to the NAC enrolment process:

- Students will be able to log in to the self-serve portal to access their EV form and submit it to the Financial Assistance for Nunavut Students (FANS) office.
- The NAC registrar will no longer fill out the FANS Student Enrolment Form (SEF).
- All NAC students will now be responsible for submitting their own EV forms to the FANS office.

This form must be submitted at the start of every semester. Please submit your EV as soon as possible, as proof of enrolment for that semester to avoid payment delays. FANS will accept them one month before the start of your semester. The EV will make it easier for NAC students to get this form submitted to FANS on time.

If you are studying at an institution other than NAC, the process remains the same. Students are still required to submit their FANS SEF to the FANS office one month before the start of every semester.

## SEFs and EVs can be emailed to:

- FANS@gov.nu.ca (Inuit enrolled under the Nunavut Agreement).
- FANSLoans@gov.nu.ca (students not enrolled under the Nunavut Agreement).

The student's benefits will be paid out only after the FANS office has received their NAC EV or FANS SEF. Students should receive their funding within 15 business days of receipt of the NAC EV or FANS SEF. If you have not received funding after 15 business days, contact your FANS officer at the email addresses above.

Information on the SEF process is available on the Government of Nunavut website.

During peak times for the FANS office, such as the start of a new semester, the service standard for responding to emails is three to five business days.

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