



## Required Documents Checklist

Plan member status	Documents required
Full-Time single(15 or more credits) or Part-Time single student (14 or fewer credits)	<input type="checkbox"/> Enrollment Form
For adding spouse (includes common law and same sex spouse)	<input type="checkbox"/> Enrollment Form <input type="checkbox"/> Proof required: Copy of marriage certificate (in English), or  Other proof that is acceptable: <input type="checkbox"/> Notice of Assessment (NOA) from Revenue Canada for the previous year(s). <input type="checkbox"/> Copy of Official documentation with both names (common), for example a lease dated three or more years prior to current benefit year.
For adding child(ren)	<input type="checkbox"/> Enrollment Form  One of the following: <input type="checkbox"/> Birth Certificate <input type="checkbox"/> Canada Permanent Resident (PR) Card
Students with dis/abilities	<input type="checkbox"/> Enrollment Form <input type="checkbox"/> Letter of Accommodation from Student Accessibility Services
Graduating Students	<input type="checkbox"/> Enrollment Form <input type="checkbox"/> Transcript showing that you have completed a minimum of 80 credits