P20 Internal student loan against prepaid tuition

Effective date: November 1, 2026.

Purpose

This policy defines the conditions under which Canadian Aviation College (CAC) may issue an internal loan to a student against tuition already paid. These loans are entirely at CAC's discretion and are intended to provide limited, short-term financial support while maintaining compliance with all regulatory requirements.

Scope

This policy applies to all enrolled students of CAC who have prepaid tuition and request an internal loan. It does not apply to students who have received BC StudentAid loans or other government student loan funding.

Policy Statement

- Discretionary Authority: All loans are granted at the sole discretion of CAC. Students have no automatic right to receive a loan.
- Decision-Making: Loan applications will be reviewed and approved by Finance/accounting, with input from Bote regarding student need and circumstances, with Alano coordinating administration.
- Eligibility:

o Students must have a prepaid tuition balance greater than current program charges.

o Students who have received a BC StudentAid loan are not eligible.

o Students under academic or financial probation, or with outstanding compliance issues, are not eligible.

Loan Terms

- Maximum loan amount cannot exceed the student's prepaid tuition balance.
- Loans are interest-free.
- Repayment will be made through deduction from future tuition invoices or direct repayment prior to program completion or withdrawal.
- All loans must be repaid in full before release of final transcripts, certificates, or diplomas.

Restrictions

- Loans may not be used for fines, penalties, or non-educational expenses.
- Loans are not transferable.
- CAC reserves the right to decline any loan request, even if eligibility criteria are met, if Finance determines it is not in the best interest of CAC.

Enforcement

Failure to repay a loan will result in:

- An administrative hold on student records and transcripts.
- Suspension of flight booking and training privileges until repayment is made.
- Possible dismissal under the Student Warning, Suspension & Dismissal Policy.

Related Documents

- CAC Interest-Free Student Loan Request Form
- Student Warning, Suspension & Dismissal Policy
- PTIRU Tuition Refund & StudentAid BC regulations

Susan retains approval and financial control. Alano receives and coordinates the request and records the decision in EMS; Bote may provide student-support context. No loan may use funds held for aircraft or FTD utilization.