



RED RIVER
COLLEGE

DIVERSITY AND
INTERCULTURAL SERVICES

PREPARING FOR SUCCESS SERIES

MODULE III: FINANCIAL RESOURCES



ABOUT THIS PUBLICATION

- The following resources provide information to help you prepare, adapt, and succeed in your program here at Red River College. Take some time to get oriented to the information and resources, and supports available to you.
- Many of these resources include links to community and external resources and organizations. These links are for your information only, and Red River College does not endorse, monitor, or verify the information contained on these external sites.
- If you have questions about any of these resources on this page, or if you would like information about something that is not included here, please contact your [Student Integration Coordinator](#).

TABLE OF CONTENTS

In this module you will find the following resources:

- [Banking in Canada](#)
- [Student Budgeting](#)
- [Tax Time for Students](#)
- [Avoiding Scams and Fraud](#)
- [Quick Links](#)

BANKING IN CANADA

There are two primary types of financial institutions available in Canada:

- **Chartered Banks:** These are the major banking institutions in Canada and many of them can be found around the world. The larger banks are Royal Bank, TD Bank, Scotiabank, CIBC, and BMO (Bank of Montreal). All deposits held within these institutions are guaranteed up to a maximum of \$100,000 from the Canada Deposit Insurance Corporation – which is federally guaranteed.
- **Credit Unions:** These are smaller local banking institutions; instead of being a customer you are a member of the cooperative and you receive member shares and dividends as a percent of the profit of the Credit Union. All deposits held within these institutions are guaranteed entirely by the Credit Union Deposit Guarantee Corporation of Manitoba (if banking in Manitoba).

BANKING IN CANADA

There are four primary products that banks and credit unions provide:

1. Cash Management Products

- Chequing Account – This is designed to be a highly used account which provides you a cost efficient way of having your money safely protected but easily accessible through a Debit Card, Cheque or an Automatic Teller Machine (ATM) withdrawal. You can have bill payments automatically withdrawn from your account – some people prefer this as life can sometimes become busy.
- Savings Account – This is designed to be an account which you do not withdraw from very frequently and you receive a slightly higher interest rate on deposits. There are usually withdrawal costs for every transaction, so it's best to use this account to hold money not to spend it.

2. Term Deposits & Investment Funds

- Term Deposits are very safe investments that usually pay you a higher level of interest on your investment than a savings account. However, this money is usually locked in for a period of time – it can vary from 30 days to five years. Usually the longer you lock it in, the more interest you receive.
- Investment Funds have a higher risk but you also can make much more money than what a term deposit can pay. There are different risk levels of these funds, from very safe to very risky.

BANKING IN CANADA

3. Lending Services

- A mortgage is a loan to buy a home and it is secured by the value of the home.
- A general loan is a loan that is usually secured to an asset, such as a car. The interest rate is usually higher than a mortgage.
- A line of credit is an amount of debt the financial institution feels comfortable giving to you. It is usually secured to an asset and this makes the interest rate more affordable.
- Financial institutions also offer credit cards to their clients. If you use your credit card and don't pay your monthly payments on time, there will be a very high interest rate. If you are interested on getting a mortgage or a general loan, your negotiation power comes from you developing a solid credit history which means making the payments on time. This will eventually result in you getting better interest rates on your debt.

4. Safety Deposit Boxes

- Financial institutions provide storage services for many important documents (passports, citizenship documents, cash, gold, jewelry, wills and other legal contracts). Safety deposit boxes have a small fee.

Resource:

- [Banking for Newcomers to Canada](#)

STUDENT BUDGETING

Budgeting is an important task at any point in life. When you are a student, it becomes an essential tool to help with financial stress. A budget allows you to look at all the money you will receive and all the money you will need. If you find that you need more money than you will receive, you should make changes to your spending so that you will not need so much.

Resources

- [Financial Consumer Agency of Canada– Budget Calculator](#)
- [Credit Counselling Society – Microsoft Excel Budget Calculator Template](#)
- [Government of Canada Student Budget Worksheet](#)

STUDENT BUDGETING

PERSONAL BUDGET	
	SEPTEMBER
INCOME	
Student loan / Grant	489.00
Part time job	600.00
Savings	50.00
TOTAL INCOME	1 139.00
EXPENSES	
Mortgage / Rent	650.00
Manitoba Hydro	75.00
MTS	50.00
Cellular telephone	50.00
Bus pass	67.00
Groceries	325.00
Child care	
Gas / Fuel	
Going out	150.00
Clothing	50.00
Visa	25.00
TOTAL EXPENSES	1 442.00
Extra \$ (+) / Not enough \$ (-)	-303.00

You can use a chart like the one below to help you visualize your expenses.

Here are some ways that you can save money:

- Make a grocery list to reduce impulse buys. Avoid shopping when you are hungry. Don't shop at convenience stores where prices are much higher.
- Prepare extra portions of your dinner so that you can take leftovers to school for lunch.
- Buy used books and return them during the book-buy-back at the end of semester.
- Look for free activities on campus and around the city.
- Cut back on extras – do you really need a cell phone and a land line? How about that extra cable package?
- Be wary of credit cards and other credit programs. The interest rate is usually very high and it is easy to accumulate debt.
- Start or join a carpool to share rides.
- Keep track of your spending so you know if you are following your budget. Building these skills now will help you succeed financially throughout your life.

As you can see, this person is scheduled to spend \$303 more than they have in September. They need to make changes in order to balance their budget.

TAX TIME FOR STUDENTS

The services and benefits provided by the government in Canada are supported through taxes, including tax on income. An Income Tax Return helps you determine the correct amount of tax to pay, and determines a refund amount if you have paid too much tax in the previous year.

Do I need to file a tax return?

You should file taxes if you are a Canadian resident and/or have earned taxable income during the previous year. Even if you don't owe taxes, filing a tax return can help you receive credits and refunds (for example, tuition rebates, rent rebates, or credits for children). International students are encouraged to check this [Canada Revenue Agency web page](#) to see if they will benefit from filing a tax return.

For more details, or if you are not sure whether you should file a tax return, [read this Canada Revenue Agency webpage](#), or talk to a tax professional.

TAX TIME FOR STUDENTS

Important Dates

All your information slips (employment, tuition, etc.) should be available by the end of February. The deadline for filing your tax return is **the end of April** (dates may vary slightly from year to year). You may file a return after the deadline, but you will have to pay a penalty and interest if you owe additional taxes.

Volunteer Tax Preparation Clinics

[Volunteer tax preparation clinics](#) are generally offered to between February and April each year at various locations. If you have a lower income and are filing a simple tax return, volunteers will help you fill out and file your income tax forms. **Remember to bring your tax information slips and receipts.**

TAX TIME FOR STUDENTS

Professional Tax Preparation

A tax professional can assist with preparing and filing your tax return, and advise you on ways to maximize your credits available. Costs can range between \$30-100 for preparing and filing a basic return (complex returns may be higher). See here for [a directory of income tax preparation services](#) in Winnipeg. One or more private companies may also be set up on campus to offer tax services to students.

Collect Your Information

Whether you do your taxes yourself, receive assistance, or use a professional service, it is important that you provide all of the relevant receipts and information slips from employment, tuition, charitable donations, and other relevant documents. If you use a professional tax preparer, they can provide you with a list of documents to collect.

After you file your tax return, keep copies (or originals, if you file electronically) in your records. Canada Revenue Agency may ask to review your documents for up to 6 years.

TAX TIME FOR STUDENTS

Tuition Tax Receipts

For income tax purposes, T2202A tax receipts will be available through your [Web Advisor](#) account at the **end of February for the previous calendar year**. T2202As are only available online and are not mailed out by the College.

If you have any questions about your T2202A please contact:

- **E-Mail:**
 - Full-time students register@rrc.ca
 - Part-time C+DE students cde@rrc.ca
 - Regional students – please [contact your campus](#)
- **Phone:**
 - Full-time students 204-632-2327, toll free 1-800-903-7707
 - Part-time C+DE students 204-694-1789, toll free 1-866-242-7073
 - Regional students – please [contact your campus](#)
- **In-person:**
 - Student Service Centre, D101, Notre Dame Campus
 - Student Service Centre, P104, Exchange District Campus
 - Regional students – please [contact your campus](#)

TAX TIME FOR STUDENTS

Resources

- [Canada Revenue Agency www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)
- [Students and Income Tax](#) (Canada Revenue Agency)
- [Are you an international student studying in Canada?](#) (Canada Revenue Agency)
- [Manitoba Tuition Fee Income Tax Rebate](#)
- [Volunteer Tax Preparation Clinics](#)

AVOIDING SCAMS AND FRAUD

Your safety and security at Red River College is very important, and yet students and their families may be vulnerable to various types of fraud. While some scams are easy to recognize, many can be more difficult, and some people in our community have been caught in these traps.

Beware

Scams typically target two things: your money, or your information. Some use fear, confusion, or greed to trick you to give them your money or credit card information. Others try to access your Social Insurance Number (SIN), driver's license, banking information, website passwords or email address. They can use your identity to obtain credit, buy goods, or to scam others.

Although it is sometimes difficult to identify potential fraud, there are warning signs to watch out for:

- If the offer seems too good to be true, then it may be fraud. Ask many questions, and be careful.
- Many scams ask you to send money through a wire transfer (Western Union, Moneygram, etc.) which is hard to trace or cancel.
- They may appeal to your fear, greed, or other vulnerability (faith, search for romance, lack of knowledge about rules and regulations, etc.).
- They may approach you by phone, email, online advertisements (on Kijiji or Job Sites). Occasionally scammers may approach you in person.
- They may try to win your trust by “paying” you with a fraudulent cheque or other payment, and then appeal to your honesty to pay back part of it. It can take weeks for a bank to identify a counterfeit (fake) cheque, and you will be responsible for cashing it.

AVOIDING SCAMS AND FRAUD

Fraud Dictionary for Students

There are many types of scams and new ones are invented every day. Some common ones that target students include:

- Employment scams promise attractive working conditions but then try to convince you to pay them. (You should never have to pay a potential employer.)
- Housing scams may ask for a deposit on a housing contract that may not exist. (Don't put a deposit down without seeing the apartment in person and having a signed contract.)
- Emergency scams may try to convince you that you are in trouble with the law or immigration authorities, or they may tell your family members or friends that you are sick or in trouble and that they must send money. (Make a secret word or phrase you can use if you are really in trouble.)
- Scholarship / Loan Frauds promise you money for your studies, but ask you to pay a "processing fee."

AVOIDING SCAMS AND FRAUD

Investigate

If you think there is a possibility that you may be targeted by a scam, get more information.

- Look up phone numbers, email addresses, or websites related to the company or individual contacting you. Be aware that a legitimate person or company may have had their identity stolen to use in the fraud.
- Red River College will never ask you to make a financial transaction with an individual staff member. Only make payments in person at the College or through the secured College website, where you will receive an immediate confirmation of payment.
- If others have been targeted by a similar type of scam, information may be posted on the internet.
- Get another opinion—talk to a friend, teacher, colleague, or advisor to see if there are some details that you are missing.
- Check with anti-fraud resources:
 - [The Better Business Bureau](#),
 - [Winnipeg Police Service](#),
 - [Competition Bureau of Canada](#),
 - [Canadian Anti-Fraud Centre](#).
- These organizations may have more information or warnings to help you recognize the scam.

AVOIDING SCAMS AND FRAUD

If you are a Victim of Fraud

- Don't blame yourself. It is normal to feel embarrassed or even guilty. Talk about it with a friend, advisor, or make an appointment to meet with one of our [Counsellors](#).
- Alert your bank / credit card / financial service or email provider about the scam. If you act quickly to alert to any illegal activity, you may be able to limit the amount of financial or information loss from the fraud.
- Criminals can use social media (Twitter, Facebook, QQ, etc.) to get personal information about you. If they may be using one of these accounts, consider closing the account and make sure that the new account is restricted to trusted persons.
- Report it to the police. The police may be able to investigate the fraud if it is locally-based, and warn others in the community about it. Often scams originate outside of Canada. The police can contact police in other countries to ask them to investigate potential fraud; however, they are not able to investigate or arrest individuals outside of Canada. You can also report it to the Canadian Anti-Fraud Centre, which works to fight fraud across Canada.
- Talk to your [Student Integration Coordinator](#). We can help you to get connected to the supports you need on and off-campus.

AVOIDING SCAMS AND FRAUD

Resources

- [Canadian Anti-Fraud Centre](#)
- [Better Business Bureau](#)
- [Competition Bureau of Canada](#)
- [Little Black Book of Scams](#)
- [Winnipeg Police Service Anti-Fraud Division](#)
- [Financial Consumer Agency of Canada - Fraud](#)
- [Royal Canadian Mounted Police - Scams and Fraud](#)
- [Get Cyber Safe - Scams and Fraud](#)

FINANCIAL RESOURCES

Financial Quick Links

[Red River College WebAdvisor](#) Access your personal College information online.

[Manitoba Tuition Fee Income Tax Rebate](#) How to claim your Tuition Fee Rebate

[Canada Revenue Agency](#) Government of Canada Tax information

[The Better Business Bureau](#) Anti-fraud resource

[Winnipeg Police Service](#) Local anti-fraud resource

[Competition Bureau of Canada](#) Anti-fraud resource

[Canadian Anti-Fraud Centre](#) Anti-fraud resource

[Volunteer Tax Preparation Clinics in Winnipeg](#) Volunteer help with simple tax returns