

# Annual Report: Activities and 10/11 Financials



AU STUDENTS' UNION  
UNITED BY DISTANCE

# AUSU

## FINANCIAL REPORT AND AGM INFORMATION

All data refers to the 2010/11 AUSU fiscal year, beginning October 1, 2010, and ending September 30, 2011. Planning information is for the 2011/12 fiscal year, beginning October 1, 2011, and ending September 30, 2012.

For verification and explanation of all financial data, please contact the AUSU VP Finance at [vpfa@ausu.org](mailto:vpfa@ausu.org).

The Annual General Meeting of AUSU will be held via teleconference on February 29, 2012, at: 5:30 pm MST at 1213, 10011 109th Street NW, Edmonton, AB. All members who live in a location with teleconference access may book a line. Special arrangements will be made for members overseas if we receive at least two business days notice of attendance. Inquire with [ausu@ausu.org](mailto:ausu@ausu.org) for more information or to book a line for the meeting.

Errors and omissions excluded.  
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## CONTACTS

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# *President's*

## message to the membership

Dear fellow AUSU members,

This past year has been one of growth and change for AUSU. We have continued to meet with individuals and groups in the university community to voice our students' concerns, but we have also taken on several other projects. Here's a little taste of what we've been up to:

AU's governance structure recently changed to more closely resemble that found in other Alberta universities, and part of this change was that the new AU General Faculties Council (GFC) contains two undergraduate student representatives, where the previous Academic Council had allowed only one seat to undergraduates. There is also now a designated undergraduate student representative on the GFC Executive Committee, where we have never before had a seat. The GFC is one of the two highest governing bodies of Athabasca University, so we are thrilled to have a stronger voice within this group!

AUSU recently joined the Alberta Students' Executive Council (ASEC), a provincial lobby group. ASEC represents students at fourteen post-secondary institutions across Alberta, and recognizes that there is no such thing as a "normal" student. In the past, ASEC has been very successful in their efforts to court government and media, and was the driving force behind the launch of the new Serving Communities Internship Program (which allows Alberta students to "work away" some of their student debt by volunteering with an eligible nonprofit group). This year, ASEC is focusing on a number of priorities close to our hearts as AU students: standardized grading and credit transferability, accessibility for rural students, part-time student loans, and environmental sustainability.

In the last year, we've also worked to prepare the organization for continued growth by ensuring that we have adequate staffing. While the full-time employees, we have had with us for the last few years are terrific, there has simply been too great a workload for two people, resulting



in a backlog of projects. To address this issue, we have contracted a bookkeeper to help with our finances and record-keeping, and hired a part-time administrative assistant to assist in our office. We're confident that these additions will allow us to provide superior service to students in future.

We've also prepared for continued growth and enhanced future services through our decision to lease a new office space in downtown Edmonton. Historically, AUSU has had office space within AU's Edmonton Learning Centre, but over the years this has been downsized on two occasions to the extent that our space is barely sufficient to house our corporate office (including all of our organizational records and merchandise, one of our full-time staff, and our new part-time employee!), and has been a limiting factor in the services we can provide. Recently we were approached about a further reduction in our space at a time when we are poised to begin several new projects that would benefit from additional room. As such, we are now in the process of moving to our new office in the Energy Square building, about three blocks north-east of our current location. The office also has ample parking nearby and is easily accessible by transit. We regret that it was necessary to leave AU's space in the Peace Hills Trust Tower, but are excited to have our own office space, and look forward to offering enhanced services in the near future.

We did set out, this year to have our website redesigned with a more contemporary look and feel. Unfortunately, this project is still in progress, as we did not have a sufficient response to our request for proposals. In the meantime, however, we are piloting the use of a new email management system to send electronic newsletters to the students who have registered on our website. If the pilot continues to be successful, we will also look at the possibility of expanding our e-newsletters to reach a wider audience of AUSU members.

Our 2012 Student Handbook/Planner is now available free on request to all members. As in previous years, it has been custom designed by our talented executive director, with assistance from the AUSU Media Committee. Media has also worked on generating content for our printed newsletters, which are mailed out to all members twice each year. The Awards Committee, meanwhile, has been hard at work creating and distributing scholarships, bursaries, and awards for our deserving students. The Awards Committee has also decided to shift from semi-annual to quarterly deadlines for many of our major awards, in hopes of ensuring that a maximum number of students are eligible at each deadline. The Finance Committee has also been hard at work, making sure that the money entrusted to us is spent wisely.

Tuition, unfortunately, will still be increasing in the coming year. AU has proposed raising the base tuition for courses by the maximum allowed by Government of Alberta tuition regulations, a 1.29% raise from \$466 to \$476. The out-of-province student fee will remain steady at \$105 per course. Our mandatory learning resources fee, unfortunately, has also seen an increase from \$170 to \$180. This fee increase was concerning to AUSU, so we have sought further information and will continue to examine the rising cost of course materials at AU to ensure that our members are receiving the best possible value for their educational dollars.

This year we selected Kingston Ross Pasnak as our auditors, based on their history of excellent service to us in past years. We are pleased to announce that they have found our books to be in good order: AUSU's financial position remains secure.

I thank you for the honour and opportunity of serving as your AUSU President for the past year,



Bethany Tynes



# *Meeting Agenda*

issues for discussion by the members

Annual General Meeting of AUSU  
February 29, 2011; 5:30 P.M. MST  
Location: AUSU Teleconference

- 1.0 Call to Order and President's Welcome
- 2.0 Approval of Agenda
- 3.0 Approval of March, 2010 AGM minutes
- 4.0 Annual financial statements as at September 30, 2011
  - 4.1 Appointment of Auditor for 2011-2012 Fiscal year
- 5.0 Discussion and vote on proposed bylaw updates
- 6.0 Presentation of AUSU Annual Activity Report
- 7.0 Adjournment

# AGM 2011 Minutes

## Minutes of the AGM for our 19th year

ATHABASCA UNIVERSITY STUDENTS' UNION

Annual General Meeting

14:30 (MST), February 2, 2011

Teleconference

Councillors Present: Barb Rielly, Bethany Tynes, Sarah Kertcher, Ashley Seely, Toni Fox, Joel Benitez, John Palmer, Kim Newsome

Staff Present: Tamra Ross, Karyna McDonald (member)

Other Members: Stormy Marshall, Barry Gilbert, Karl Low, Joshua Tynes

Other attendees: Sandra Livingston

Record of Minutes: Karyna McDonald

Call to Order: 14:32 MST

- 1.0 Call to Order and President's Welcome
- 2.0 Confirmation of Notice of Meeting  
B. Rielly
- 3.0 Approval of the Agenda  
J. Palmer/ J. Tynes — Carried 12/0 —
- 4.0 Approval of the April 2010, AGM Minutes  
020211.01 14:36 MST J. Benitez leaves meeting due to phone issues.  
K. Low/S. Kertcher — Carried 11/0 —  
020211.02 14:38 MST S. Marshall joins meeting.
- 5.0 Annual financial statements as at September 30, 2010  
Motion: BIRT AUSU receives and accepts the financial statements presented  
in the Annual Report as audited by Kingston Ross Pasnak.  
020211.03 14:45 J. Benitez rejoins meeting.  
B. Gilbert/J. Palmer — Carried 13/0—
- 5.1 Appointment of Auditor for 2010-2011 Fiscal year  
Motion: BIRT AUSU appoints Kingston Ross Pasnak as the auditors for its  
financial records for the 2010-2011 fiscal year.  
J. Tynes/S. Marshall — Carried 13/0—
- 6.0 Presentation of AUSU Annual Activity Report  
Discussion focused on financial reports as well as completed and in-progress AUSU projects.
- 7.0 Meeting Adjourned at 14:57 MST  
J. Palmer moved.



# *VP External*

activity report and notes to the members



Dear members,

Another year has come and gone, and with it many external changes that are impacting our members. Federal elections, provincial leadership races, and a new relationship with a provincial student group are just some of the highlights from this past year. All these changes bring some positive results for you, our members, and provide promise for both AU and its students.

In May 2011 the federal election saw a minority government become a majority. While the Conservatives made few promises that were beneficial to those in the post-secondary realm, we have seen one major change that brings some positivity for the future. We were excited to hear that students with part-time federal loans can now enjoy the benefit of interest-free status throughout their studies. As many of our members are currently studying part-time, we feel this is an encouraging change for many of our members.

As post-secondary funding from governments comes from the province, AUSU ensures to remain aware of changes and activities within Alberta. 2011 brought the resignation of the Premier of Alberta, Ed Stelmach, and an interesting and lively leadership race followed. Alison Redford, Alberta's first female premier, was officially declared the winner after the October 1 ballot. Redford brings less political background than some of the other candidates, but she possesses a law degree, experience with the United Nations, and we believe she holds a positive attitude toward post-secondary education. Her commitment to post-secondary is reflected in the 2012 budget, which includes a 2.7% increase to operating funding for Advanced Education, as well as the promise that post-secondary institutes can expect to see operating grants increase by 2% per year over the next three years. While this increase is less than many hoped for, we feel it is a positive step.

One other significant change in Alberta politics was the approval of the 2011 Election Amendment Act. This act states that a general election will be held between March 1 and May 31, 2012, and that a general election will occur in the same three-month period in the fourth calendar year after. While Albertans are waiting for an official election date to be called, AUSU is keeping close eye on the political platforms that are already coming forward.

In anticipation of the upcoming election, your executive is currently working on a lobby document which we intend to send to the various candidates running in the Alberta

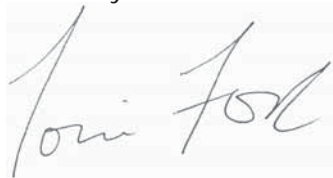
government. The document itself will be concise and will state some points (based on our various position policies) that we hope to see brought up during the election. By providing a short, yet detailed, document we hope to ensure that the package is read in its entirety, and thus understood and taken to heart by those who read it. This will be the first lobby document by AUSU since the success of our much larger lobby document of 2008. At that time, AUSU was fortunate enough to hear portions of our document quoted by various MLAs. Similarly, we hope this document will provide discussion points for all the candidates to consider when running during the upcoming election, and bring more changes that will benefit our members.

Possibly one of the most exciting changes this year for AUSU was the approval of council to join the Alberta Students' Executive Group (ASEC). This group represents various college and university groups across Alberta, and we believe that joining has provided AUSU with more advocacy and lobby opportunities within Alberta. Our interactions and dealings with the groups via email, phone and at their conferences have been positive and inspiring. As prospective members, we feel our voices are being heard within the group, and the relationship is a positive one for our members. We look forward to being approved as full members soon, as we believe this groups truly reflects the demographics and interests of AUSU as a whole.

AUSU has also been working on how to better present ourselves through social media sites. We currently make regular posts to our Facebook, and Twitter accounts, as well as continuing to offer our students an opportunity to socialize in private on our forums. We have recently begun testing out the use of e-newsletters to those members who have signed up through our website, and we hope to send out similar notices to our entire membership. By looking at ways to better use social media, we are not only engaging our members, but are also representing our organization to those outside AUSU.

As you have read there have been many changes in the past year that have kept your council and AUSU staff on their toes. Thankfully, we are happy to say that the year has been positive, and we are comfortable with many of the results. Be assured we will always continue to strive, lobby, and best represent our members, encouraging those changes within government and other organizations that will best reflect the hopes, desires, and dreams of our membership.

Sincerely,

A handwritten signature in black ink, appearing to read "Toni Fox", on a light-colored background.

Toni Fox - VP External



# *VP Finance*

## activity report and notes to the members



Hello AUSU members and Board of Directors,

This report is a summary of the consolidated AUSU financial statements for the fiscal year ending September 30, 2011. The complete statements and notes are included in the following pages.

The main source of income for AUSU continues to be student fees. We budgeted for a small deficit in 2011, and finished the year in a surplus position of over \$180,000.

A breakdown of budgeting spending is as follows:

- Actual student fees received were \$33,108 more than anticipated.
- Revenues from planner advertising were less than half of what was anticipated. While we continued to have interest in planner advertisements, most repeat clients ordered smaller, less expensive ads compared to last year, possibly due to budget restraints.
- We had budgeted staff salaries to include an additional part time staff. Since we started this process late in the fiscal year, we were not able to complete the process before year end.
- Councillor wages were \$15,395 under budget. This was largely due to having one councillor vacancy for the majority of the year and two councillor vacancies for part of the year.
- The printing costs for the student planner have been renegotiated, resulting in reduced costs to AUSU.
- Awards were under budget as, due to the fact that available funds for travel bursaries, emergency bursaries and computer bursaries were not all disbursed.
- The newsletter was under budget due to our anticipated number of newsletters not being met in the fiscal year.
- Professional services came in \$4,740 over budget. This was largely due to the 2010 audit expenses that were more than anticipated. As a result, we have started using the services of a bookkeeper. This has already resulted in an improvement for the 2011 audit.
- Website expenses were under budget as we had hoped to contract a company to give our website a full update. This project is still in the works and we hope to complete it in 2012. In

addition, most of the database and back-end upgrades were completed in-house rather than by an outside company.

- Several new programs are being developed but have not yet required budgeted funds, resulting in a surplus for Events and Programs.
- Teleconference expenses were significantly less than budgeted. A new teleconferencing system was introduced, resulting in cost savings.
- A large surplus was realized for representation expenses. The executive has begun working on a project and hope to use these funds in the 2012 fiscal year.
- Interest and bank charges were slightly over budget and the payables schedule was recently discussed and revised which should result in fewer interest charges.

This was our first full fiscal year for our investments. Our investments continue to be healthy and have resulted in \$22,138 in interest income this fiscal year. We continue to move funds into investments per our investment policy.

We have just completed our 2010/2011 audit by the firm of Kingston Ross Pasnak. This is our fifth audit through this firm and we continue to be satisfied with the results. KRP has made some small procedural recommendations which we have accepted. KRP's testing of AUSU's financial records did not reveal any illegal or possibly illegal acts.

We currently have two full-time AUSU staff, and a ¾ time Voice editor. We are currently in the process of hiring another part-time office staff to take care of some of the day to day clerical duties and to help alleviate the large workload of the current staff.

Due to some concerns with the ability to continue in our current office space in the AU offices, we have explored leasing our own office space. We believe we have found a space that meets our current needs and allows for some growth while being fiscally responsible to our membership. AUSU is, at the time of this report, reviewing the lease and hopes to move into the new space in April 2012. This will come with increased expenses, including leasing costs. We are confident that AUSU's financial position is strong and able to adapt to these new costs easily.

The AUSU website is one of the primary ways we can communicate with our members. We feel that it is very important to keep our website up to date with current information and a modern look, while being easy to navigate. AUSU has created a request for proposal to update our website and we have begun to accept proposals from external companies. We hope to be able to complete this project in the 2012 fiscal year.

This year, AUSU has been accepted as members of the Alberta Students' Executive Council (ASEC). ASEC represents students at fourteen post-secondary institutions across Alberta, and recognizes that there is no such thing as a "normal" student. ASEC has been very successful in their efforts to court government and media, and was the driving force behind the launch of

the new Serving Communities Internship Program. AUSU is confident that this partnership will benefit our members and be a resource for AUSU in our lobbying efforts.

Since AU is a publicly funded university, politics can have great effects on funding. This past year saw a change in NDP leadership and a new Premier when Alison Redford became the first female Premier in Alberta in October 2011. With the next Alberta provincial election scheduled to take place in 2012, we will continue to stay informed in the best interests of our membership.

Review and revision of AUSU Policy is currently up to date. We are happy to have added a new policy on Harrassment to help communicate expectations and ensure a safe and positive working environment for our councillors. We have also made some important changes to the Meeting Attendance Policy and Discipline and Dismissal Policy in order to ensure continued accountability of councillors and fiscal responsibility to our members.

Our Awards Committee has worked very hard this year and was able to create and disburse several one time awards. The first was in recognition of Entrepreneurs, and the second was created to help AU students affected by the Slave Lake Fires. In addition, changes have recently been made to the Awards Policy to increase to four awards cycles per year, with hopes of reaching more students.

Overall, the 2010/2011 financial year was a productive one that saw the beginning of some major projects that will be completed in the 2011/2012 fiscal year, such as website updates, a new part-time office staff and a new office space. We continue to work toward strengthening relationships with AU and other external partners. AUSU is consistently striving to meet the needs and expectations of our membership and providing quality services. We look forward to continuing to serve our members.



Kim Newsome



## FINANCIAL REPORT: Statement of Financial Position

THE FOLLOWING FINANCIAL STATEMENTS REPRESENT  
THE FINANCIAL POSITION OF AUSU AS AT THE END OF  
THE 2010/11 FISCAL YEAR

The AUSU fiscal year runs from October 1st though September 30th. Our audit was completed in January 2012 by the firm of Kingston Ross Pasnak of Edmonton, Alberta. This year we realized increased income from our new investment strategy, and have moved into a position to plan for some significant new projects in the coming year.

### FACTORS IMPACTING OUR BOTTOM LINE

AUSU 2010/11 budget allowed us to adapt to our growing membership and provide services worldwide. Our financial position is strong, and increasingly bolstered by our investment strategy and stable pool of reserve funds.

#### CASH FLOW CHANGES

- COST REDUCTIONS ON KEY PROJECTS
- REALIZED GAINS FROM INVESTMENT STRATEGY
- GROWING MEMBERSHIP
- NEW PROJECT DEVELOPMENT

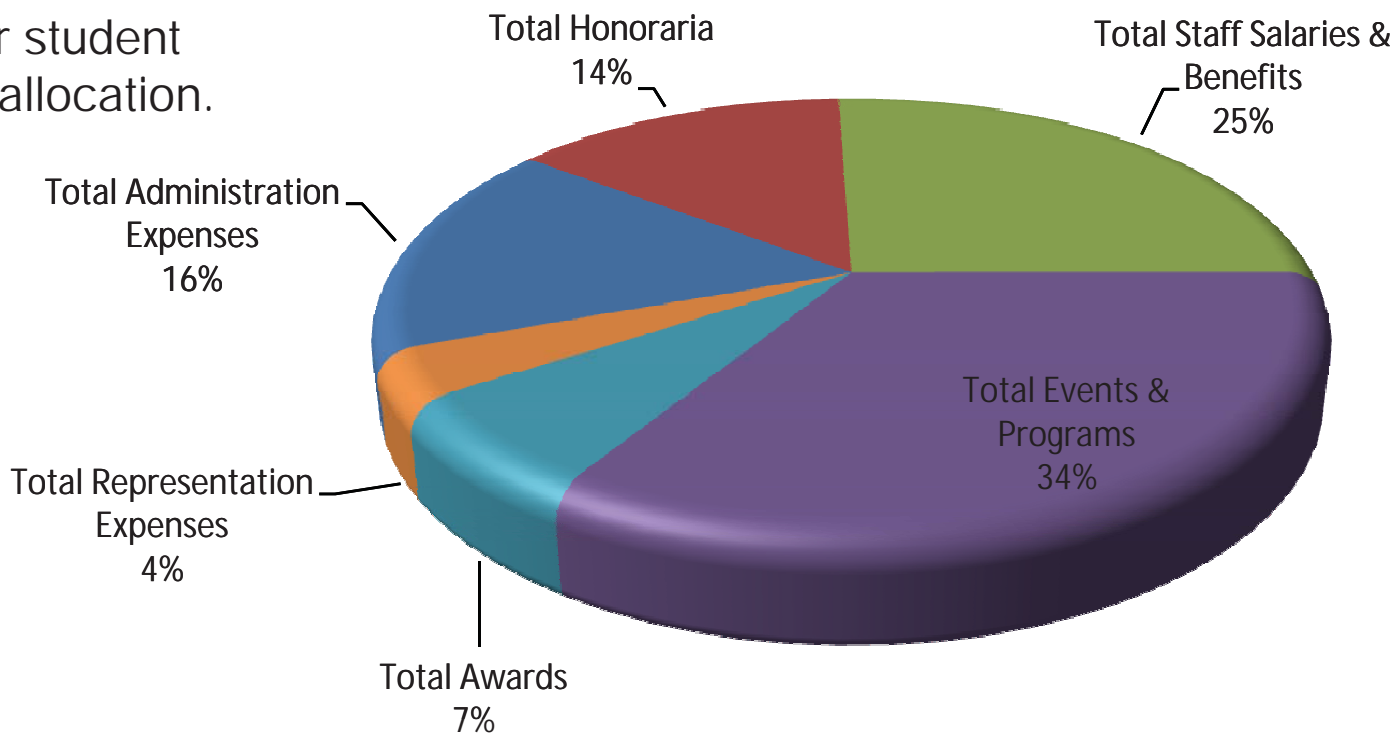




# Fiscal Responsibility

What does  
\$9 buy?

Breakdown of  
your student  
fee allocation.



**At a General Meeting, all members have a vote and are encouraged to join in the discussion. Any member may attend for free via teleconference..**

## WHAT TO EXPECT AT THE MEETING

Members may attend any public council meeting by contacting our office and requesting an agenda and dial-in information. In a regular meeting, members are asked to mute their lines and reserve questions for e-mail or a question period.

At a General Meeting, all members may engage in discussion, suggest resolutions, and vote on motions. The AGM cannot be conducted without a minimum number of members present, so participation is not only permitted, it is strongly encouraged.

After the Call to Order, the President directs the meeting by announcing each agenda item and moderating discussion and voting. New motions will require a mover and a seconder. A motion is not open for discussion until it is seconded by another

member; however, seconding does not indicate agreement. You may second a motion to open it for discussion and voting, but opt to vote against the motion.

Once a motion is seconded, discussion opens. Please wait until this time to present suggestions—everyone will have a chance to speak. You may ask questions or suggest amendments to the motion. When discussion concludes, voting will open and you may vote “aye” or “nay”.

Once the meeting adjourns, there will be an opportunity for an open discussion period. You may comment on any issue that is not on the agenda at this time. All comments and suggestions are welcome.

# ATHABASCA UNIVERSITY STUDENTS' UNION

## Financial Statements

Year Ended September 30, 2011

2900 Bell Tower

10104-103 Avenue

Edmonton, Alberta

T5J 0H8

Tel: 780.424.3000

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www.krpgroup.com

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### INDEPENDENT AUDITOR'S REPORT

February 2, 2012  
Edmonton, Alberta

To the Members of Athabasca University Students' Union

We have audited the accompanying financial statements of Athabasca University Students' Union, which comprise the statement of financial position as at September 30, 2011, and the statement of operations, changes in net assets and statement of cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Athabasca University Students' Union as at September 30, 2011, and the results of its operations and its cash flow for the year then ended in accordance with Canadian generally accepted accounting principles.

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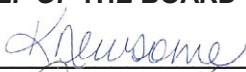
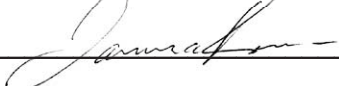
**Kingston Ross Pasnak LLP**  
Chartered Accountants



**ATHABASCA UNIVERSITY STUDENTS' UNION**  
**Statement of Financial Position**  
**September 30, 2011**

	2011	2010
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 269,813	\$ 145,234
Marketable securities (Note 5)	776,569	696,723
Accounts receivable	65,183	61,541
Prepaid expenses	2,169	8,512
	<b>1,113,734</b>	<b>912,010</b>
<b>EQUIPMENT (Note 6)</b>	<b>24,267</b>	<b>32,010</b>
	<b>\$ 1,138,001</b>	<b>\$ 944,020</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 31,531	\$ 19,575
Deferred student fees	89,856	89,319
	<b>121,387</b>	<b>108,894</b>
<b>NET ASSETS</b>		
Unrestricted	516,620	327,389
Internally restricted (Note 7)	475,727	475,727
Invested in equipment	24,267	32,010
	<b>1,016,614</b>	<b>835,126</b>
	<b>\$ 1,138,001</b>	<b>\$ 944,020</b>

**ON BEHALF OF THE BOARD**

 Director  
 Director

**ATHABASCA UNIVERSITY STUDENTS' UNION**  
**Statement of Changes in Net Assets**  
**Year Ended September 30, 2011**

	Unrestricted	Internally restricted	Invested in equipment	2011	2010
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 327,389	\$ 475,727	\$ 32,010	\$ 835,126	\$ 727,140
Acquisition of internally funded equipment	(3,412)	-	3,412	-	-
Excess of revenue over expenditures	192,643	-	(11,155)	181,488	107,986
<b>NET ASSETS - END OF YEAR</b>	\$ 516,620	\$ 475,727	\$ 24,267	\$ 1,016,614	\$ 835,126

**ATHABASCA UNIVERSITY STUDENTS' UNION**  
**Statement of Cash Flow**  
**Year Ended September 30, 2011**

	2011	2010
<b>OPERATING ACTIVITIES</b>		
Cash receipts from Athabasca University	\$ 583,303	\$ 564,363
Cash paid to students, suppliers and staff	(396,638)	(426,784)
Interest received	33,948	1,776
Dividend income	496	51
Interest paid	(967)	(1,219)
Cash flow from operating activities	220,142	138,187
<b>INVESTING ACTIVITIES</b>		
Purchase of equipment	(3,412)	(18,640)
Proceeds on disposal of equipment	-	1,054
Purchase of marketable securities	(531,151)	(706,170)
Proceeds on disposal of marketable securities	439,000	-
Cash flow used by investing activities	(95,563)	(723,756)
<b>INCREASE (DECREASE) IN CASH</b>	124,579	(585,569)
<b>CASH - BEGINNING OF YEAR</b>	145,234	730,803
<b>CASH - END OF YEAR</b>	\$ 269,813	\$ 145,234

During the year, the AUSU transferred \$99,000 (2010- \$706,170) from the cash accounts and purchased marketable securities as listed in Note 5.

**ATHABASCA UNIVERSITY STUDENTS' UNION**  
**Statement of Operations**  
**Year Ended September 30, 2011**

	Budget 2011 (Unaudited)	2011	2010
<b>REVENUE</b>			
Student fees	\$ 550,000	\$ <b>583,108</b>	\$ 558,149
Advertising and promotion	6,100	<b>2,784</b>	4,674
The Voice	40	<b>351</b>	(443)
Merchandise	1,000	<b>165</b>	410
	557,140	<b>586,408</b>	562,790
<b>EXPENSES</b>			
Staffing	176,400	<b>137,619</b>	131,783
Council wages	96,578	<b>81,183</b>	79,332
The Voice	68,750	<b>47,557</b>	53,772
Student handbook	55,000	<b>36,536</b>	51,435
Awards	50,500	<b>29,593</b>	26,733
Newsletter	55,000	<b>23,611</b>	22,614
Professional fees	16,000	<b>20,740</b>	18,535
Administration	36,900	<b>18,106</b>	18,438
Amortization	10,000	<b>11,155</b>	12,300
Events and programs	23,500	<b>6,404</b>	78
Advertising and promotion	7,500	<b>4,067</b>	14,122
Teleconference meetings	6,000	<b>3,493</b>	8,629
Representation	24,500	<b>3,123</b>	1,613
Online and technology services	3,000	<b>1,948</b>	5,479
Interest and bank charges	750	<b>965</b>	1,219
Insurance	1,300	<b>958</b>	1,102
	631,678	<b>427,058</b>	447,184
<b>(DEFICIENCY) EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS</b>	(74,538)	<b>159,350</b>	115,606
Interest income	40,000	<b>33,947</b>	1,776
Increase (decline) in fair value of marketable securities	-	<b>719</b>	(9,447)
Dividend income	-	<b>496</b>	51
Loss on disposal of investments	-	<b>(13,024)</b>	-
	40,000	<b>22,138</b>	(7,620)
<b>(DEFICIENCY) EXCESS OF REVENUE OVER EXPENSES</b>	\$ (34,538)	\$ <b>181,488</b>	\$ 107,986

# ATHABASCA UNIVERSITY STUDENTS' UNION

## Notes to Financial Statements

Year Ended September 30, 2011

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### 1. AUTHORITY AND PURPOSE

On March 18, 2004, Athabasca University Students' Union ("AUSU") was incorporated under the Post Secondary Learning Act. AUSU is administered by a board of directors and its principal purpose is to provide for the administration of the affairs of the Athabasca University undergraduate students, including the development and management of student institutions, the development and implementation of a system of student governing principles, the promotion of the general welfare of Athabasca University undergraduate students and the furtherance of the values inherent in an open University as well as of life-long learning. AUSU is a non-profit organization under the Income Tax Act (Canada) and, as such, is not liable for payment of income taxes.

### 2. ECONOMIC DEPENDENCE

AUSU receives substantially all of its revenue from Athabasca University as legislated under the Alberta Post-Secondary Learning Act section 95(2)e that provides for the "maintenance of the association by the levy of membership fees on its members." Should Athabasca University substantially change its dealings with AUSU subsequent to legislative changes permitting such, management is of the opinion that continued viable operations would be doubtful.

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies observed in the preparation of the financial statements are summarized below. These policies are in accordance with Canadian generally accepted accounting principles.

#### Marketable Securities

Marketable securities are classified as held for trading and carried at fair value. Changes in fair value from one period to the next are included in other income.

#### Equipment

Equipment is stated at cost or deemed cost less accumulated amortization. Equipment is amortized on a straight line basis over their estimated useful lives at the following rates:

Furniture and equipment	Ten years
Computer equipment	Three years

#### Deferred student fees

The AUSU records student fees at the beginning of a course's progression. Some of the fees received prior to year end relate to courses which commence in the next fiscal year and thus, to be consistent with generally accepted accounting principles, these revenues from student fees are classified as deferred and recognized as revenue one month subsequent to the start of the course to which the fees relate.

(continues)

## ATHABASCA UNIVERSITY STUDENTS' UNION

### Notes to Financial Statements

Year Ended September 30, 2011

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#### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

##### Revenue recognition

Student fee revenue is recognized one month subsequent to the start of the course to which the fees relate once funds from the students have been received by Athabasca University and collection by AUSU is reasonably assured.

Investment earnings are recognized as revenue when earned and collection is reasonably assured.

Advertising and promotion revenue is recognized with the completion of the activity to which the revenue relates and collection is reasonably assured.

Merchandise sales are recognized when the goods are transferred to the customer at which time collection is reasonably assured.

The Voice income is recognized when the goods or services are performed or transferred to the customer at which time collection is reasonably assured.

##### Financial instruments

Financial instruments are classified into one of five categories: held-for-trading, held-to-maturity investments, loans and receivables, available-for-sale financial assets or other financial liabilities. All financial instruments are measured in the Statement of Financial Position at fair value except for loans and receivables, held-to-maturity investments and other financial liabilities which are measured at amortized cost using the effective interest method. Subsequent measurement and changes in fair value will depend on their initial classification. Held-for-trading financial assets are measured at fair value and changes in fair value are recognized in excess of revenue over expenditures. Available-for-sale financial instruments are measured at fair value with changes in fair value recorded in the statement of income until the instrument is derecognized or impaired.

AUSU has made the following classifications:

Cash and marketable securities are classified as financial assets held for trading and are measured at fair value.

Accounts receivable are classified as loans and receivables and are recorded at amortized cost using the effective interest method.

Accounts payable and accrued liabilities are classified as other liabilities and are measured at amortized cost using the effective interest method.

AUSU has chosen to continue to apply Section 3861, Financial Instruments - Disclosure and Presentation, instead of adopting Section 3862, Financial Instruments - Disclosure and Section 3863, Financial Instruments - Presentation.

(*continues*)

**ATHABASCA UNIVERSITY STUDENTS' UNION**  
**Notes to Financial Statements**  
**Year Ended September 30, 2011**

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3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Not-for-Profit Financial Statement Presentation

AUSU has chosen to continue to present net assets invested in equipment as a separate category of internally restricted net assets.

Statement of Cash Flow

Company is using the direct method in its presentation of the Statement of Cash Flow.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates include providing for amortization of equipment and collectibility of accounts receivable. Actual results could differ from these estimates.

4. FUTURE ACCOUNTING STANDARDS

The Canadian Institute of Chartered Accountants (CICA) has issued a new accounting standard which will affect the Company's financial statements in subsequent fiscal years.

*Developments in Not-for-Profit Accounting Standards*

In December 2010, the Accounting Standards Board (AcSB) issued Part III of the CICA Handbook entitled "Accounting Standards for Not-for-Profit Organizations." These new accounting standards are available for early adoption and carry forward the Section 4400 series and relevant material relating specifically to not-for-profit organizations in other sections of the current Handbook, including Sections 1000, 1100, 1400 and 3031, largely without change. For years beginning on or after January 1, 2012, not-for-profit enterprises must choose to adopt either the Accounting Standards for Not-for-Profit Organizations or International Financial Reporting Standards. Management has determined that AUSU will be applying Accounting Standards for Not-for-Profit Organizations in the future years and is currently assessing the impact of adopting this financial framework.

**ATHABASCA UNIVERSITY STUDENTS' UNION****Notes to Financial Statements****Year Ended September 30, 2011****5. MARKETABLE SECURITIES**

	<b>2011</b>	2010
Canadian short term notes (bearing interest at rates ranging from 3.03% to 6.9%, maturing Oct 24, 2011 through to September 11, 2012)	<b>\$ 635,587</b>	\$ 384,742
Canadian medium term instruments (bearing interest at rates from 1.3% to 10.13%, maturing October 15, 2012 through to Nov 20, 2012)	<b>100,394</b>	288,930
Canadian money market funds	<b>40,588</b>	23,051
	<b>\$ 776,569</b>	\$ 696,723

**6. EQUIPMENT**

	Cost	Accumulated amortization	<b>2011 Net book value</b>	2010 Net book value
Furniture and equipment	\$ 24,476	\$ 6,303	<b>\$ 18,173</b>	\$ 20,621
Computer equipment	49,962	43,868	<b>6,094</b>	11,389
	<b>\$ 74,438</b>	<b>\$ 50,171</b>	<b>\$ 24,267</b>	\$ 32,010

Amortization provided for in the current year totaled \$11,155 (2010 - \$12,300).

**7. RESTRICTIONS ON NET ASSETS**

AUSU internally restricts net assets for the purpose of student development, special projects, infrastructure and research. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

**8. RELATED PARTY TRANSACTIONS**

During the year, AUSU received \$583,108 (2010 - \$558,149) from Athabasca University related to student fees. Recorded in the accounts receivable is \$65,172 (2010 - \$61,521) receivable from the Athabasca University representing the September 2011 students fees receivable. The parties are related through their connection to the Athabasca University students.

AUSU provided \$3,576 (2010 - \$5,777) in tuition payments to cover the enrolment fee for one undergraduate Athabasca University course per councilor as per the AUSU compensation guidelines.

## ATHABASCA UNIVERSITY STUDENTS' UNION

### Notes to Financial Statements

Year Ended September 30, 2011

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#### 9. FINANCIAL INSTRUMENTS

The AUSU's financial instruments consist of cash, marketable securities, accounts receivable and accounts payable and accrued liabilities.

##### *Fair Value*

Company's carrying value of cash and marketable securities are stated at fair value. AUSU's carrying value of accounts receivable and accounts payable and accrued liabilities approximates its fair value due to the immediate or short term maturity of these instruments.

##### *Interest Rate*

AUSU is subject to interest rate risk on its interest bearing marketable securities (Note 5). AUSU does not used hedges or derivative instruments to reduce its exposure to this risk.

#### 10. CAPITAL DISCLOSURES

AUSU's objectives when managing capital are to protect its ability to meet the ongoing operational requirements and undertake specific initiatives to achieve goals and objectives of the organization, while at the same time taking a conservative approach towards management of financial risk.

Capital is comprised of AUSU's net assets. As at September 30, 2011, AUSU's net assets balance was \$1,016,614.

AUSU currently has no externally imposed capital requirements.

#### 11. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.



## FINANCIAL REPORT: 2011/12 Annual Budget

THE FOLLOWING PAGES CONTAIN THE ANNUAL BUDGET FOR AUSU'S 2011/12 FINANCIAL YEAR. INCLUDED FOR COMPARISON IS THE 2009/10 BUDGET.

		2010/2011		2011/2012
<b>REVENUE</b>				
Revenues				
Student Fees	\$	550,000.00	\$	575,000.00
Advertising				
<i>Planner advertising</i>	\$	6,000.00	\$	3,000.00
<i>Newsletter advertising</i>				
<i>Other advertising</i>			\$	100.00
Interest	\$	40,000.00	\$	24,445.00
Vending	\$	-		
Merchandise Sales	\$	1,000.00	\$	1,000.00
Other	\$	40.00	\$	40.00
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>597,040.00</b>	<b>\$</b>	<b>603,585.00</b>

### EXPENSES

#### Administration

Amortization	\$	10,000.00	\$	13,000.00
Bank Charges	\$	750.00	\$	1,000.00
Technology Expenses				
<i>Hardware</i>				
<i>Staff</i>	\$	2,000.00	\$	4,000.00
<i>Councillors</i>	\$	2,000.00	\$	4,000.00
<i>Services</i>	\$	3,000.00	\$	2,000.00
<i>Software</i>				
<i>Staff</i>	\$	2,000.00	\$	2,000.00
<i>Councillors</i>	\$	300.00	\$	500.00

<b>Total Technology Expenses</b>	<b>\$</b>	<b>9,300.00</b>	<b>\$</b>	<b>12,500.00</b>
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Elections Expenses	\$	1,000.00	\$	4,000.00
Teleconference Meetings	\$	6,000.00	\$	4,000.00
Insurance Expenses	\$	1,300.00	\$	1,400.00
Staff Parking (Licence & Permits)	\$	3,600.00	\$	3,600.00
Merchandise & Promotional & Advertising	\$	7,500.00	\$	7,500.00
Office Expenses				
<i>Furniture</i>	\$	1,000.00	\$	1,000.00
<i>Supplies</i>	\$	3,000.00	\$	2,000.00
<i>Postage &amp; Courier</i>	\$	10,000.00	\$	5,000.00
<i>Telephone</i>	\$	1,700.00	\$	1,400.00
<b>Total Office Expenses</b>	<b>\$</b>	<b>15,700.00</b>	<b>\$</b>	<b>9,400.00</b>

Payroll Processing Fees	\$	2,300.00	\$	3,500.00
<i>Professional Fees</i>				
Accountant	\$	15,000.00	\$	20,000.00
Lawyer	\$	1,000.00	\$	2,500.00
Consultant/ advisor			\$	2,500.00
<b>Total Professional Fees</b>	<b>\$</b>	<b>16,000.00</b>	<b>\$</b>	<b>25,000.00</b>
Publication Supplies	\$	1,000.00	\$	2,000.00
Reference Materials	\$	600.00	\$	600.00
Training		2,500.00		4,000.00
Subscription Fees	\$	500.00	\$	500.00
Website Expenses	\$	7,000.00	\$	15,000.00
<b>Total Administration Expenses</b>	<b>\$</b>	<b>85,050.00</b>	<b>\$</b>	<b>107,000.00</b>
<i>Councillor Salaries</i>				
Executive	\$	52,647.72	\$	55,500.00
Councillor	\$	34,084.73	\$	35,500.00
<b>Total Councillor Salaries and Benefits</b>	<b>\$</b>	<b>86,732.45</b>	<b>\$</b>	<b>91,000.00</b>
Councillor Benefits	\$	9,846.00	\$	10,000.00
<i>Staff Salaries &amp; Benefits</i>				
Staff appreciation	\$	2,000.00	\$	4,000.00
Benefits	\$	11,000.00	\$	15,000.00
AUSU Tax Portion				
Councillor	\$	3,800.00	\$	3,000.00
Staff	\$	6,000.00	\$	9,000.00
Staff Salaries	\$	150,000.00	\$	200,000.00
<b>Total Staff Salaries &amp; Benefits</b>	<b>\$</b>	<b>172,800.00</b>	<b>\$</b>	<b>231,000.00</b>
<b>Total Salaries and Benefits</b>	<b>\$</b>	<b>259,532.45</b>	<b>\$</b>	<b>322,000.00</b>
<b>Events and Programs</b>				
Convocation	\$	7,500.00	\$	7,500.00
Newsletter	\$	55,000.00	\$	55,000.00
Informational/Promotional Publications	\$	15,000.00	\$	30,000.00
Student Handbook	\$	55,000.00	\$	55,000.00
Voice	\$	68,750.00	\$	71,875.00
Gifts & Donations	\$	1,000.00	\$	1,500.00
<b>Total Events &amp; Programs</b>	<b>\$</b>	<b>202,250.00</b>	<b>\$</b>	<b>220,875.00</b>
<b>Awards</b>				
Contests	\$	500.00	\$	1,500.00
Student Awards	\$	50,000.00	\$	60,000.00
<b>Total Awards</b>	<b>\$</b>	<b>50,500.00</b>	<b>\$</b>	<b>61,500.00</b>
<b>Representation Expenses</b>				
Advocacy & Lobbying	\$	20,000.00	\$	20,000.00
Professional Development	\$	1,500.00	\$	2,500.00
Membership Fees	\$	-	\$	18,000.00
Travel	\$	3,000.00	\$	5,000.00
<b>Total Representation Expenses</b>	<b>\$</b>	<b>24,500.00</b>	<b>\$</b>	<b>45,500.00</b>
<b>TOTAL EXPENSE</b>	<b>\$</b>	<b>621,832.45</b>	<b>\$</b>	<b>756,875.00</b>
<b>NET INCOME</b>	<b>\$</b>	<b>597,040.00</b>	<b>\$</b>	<b>603,585.00</b>
	<b>-\$</b>	<b>24,792.45</b>	<b>-\$</b>	<b>153,290.00</b>



# *AUSU 2010/12*

## Priority Activities and Planning

Our current council is nearing the end of its term. The council will serve until April of 2012, and an election will be held in March of 2012 to select the next board. Watch for announcements of the new council in March!

### **TUTOR OF THE YEAR**

Each year we invite members to vote for their favourite tutors, and send our thanks and some nice AUSU swag to the winner and runners up. We also notify every tutor who was nominated so they know they are appreciated, and track which faculties and departments have the most happy students.

### **AUSU PLANNER / HANDBOOK**

Still our most popular service, the handbook includes course planning pages, week-at-a-glance and full month calendars, plus information on all AUSU services, citation style tips, time zone maps, and more.

### **SMART DRAW**

A value-added service for our members, our Smart Draw license allows members to download the software and use it for free for one year. Smart Draw creates charts and graphics that can easily be dropped into Word or Excel files, so tutors don't need the program to view them.

### **COMPLAINT TRACKING**

We continue to use our secure database to log and track complaints voiced by students via email, our forums, phone, and during meetings. No personally identifying information is used in the production of our statistics, but the tracking system does help us determine which services and departments at AU are the source of the most student complaints. We have noted a decrease in tutor complaints recently, but a surge in issues with the business call center.

### **STUDENT AWARDS**

AUSU continues to offer a robust selection of student awards and has added several new ones in the last term, including the Balanced Student Award. One time awards have also been offered to address areas of urgent need (the Slave Lake Bursary), excess funding from other awards (the Entrepreneurship Award).

### **SOCIAL MEDIA AND COMMUNICATION**

AUSU has established a presence on Facebook and Twitter to make major announcements and funnel students to our web site to learn about our services. Enhanced linking to these services is part of a planned website upgrade in the coming months. We also added the AskAUSU section to our forums (and have just hired new staff so that we can begin enhanced monitoring of that area) and have sent out two highly successful e-newsletters as a pilot to test their suitability in place of some of our print mailouts.

## **LOBBYING**

A new lobby document will be sent to the provincial government this month, urging increased funding for Athabasca University and distance education. Making education more affordable remains a key goal for AUSU.

## **ASEC**

In 2011 AUSU became prospective members of the Alberta Students' Executive Council, the largest lobbying group for post-secondary in the province. In ASEC we join a strong coalition of Alberta universities and colleges, and have found substantial support for AU's unique needs. We will seek full membership in the coming weeks.

## **KEEPING IN TOUCH WITH THE AU EXECUTIVE**

AUSU executives continue to meet regularly with AU's President, Vice Presidents, department heads, and the leaders of the unions representing tutors and academics to ensure that they are aware of what we offer to students, and the issues that are most pressing for our members.

## **IN PROGRESS PROJECTS**

We have several projects near completion at this time, including an orientation booklet in the For Dummies style to help new students navigate AU services and the unique offerings of distance education; a points program to reward students for participating in surveys, etc.; a major front end upgrade to our web site, and set up of our new office space, where we will house our head office starting April 1, 2012.

## **COMPLETED PROJECTS**

In the last term we implemented an OrgSync installation to provide enhanced socialization for our members, but found that they preferred the current forums system. We may revisit this option in the future. We also expanded our staff with the addition of a new Administrative Assistant, and provided enhanced professional development for councillors to aid in goal setting, planning, and benchmarking. This was successful enough that we will urge the new council to access the Student Leadership course to assist in planning over the coming months.

## **POTENTIAL FUTURE PROJECTS**

As this council has reached the end of its term, we recommend a few projects for the new council to consider. Members have asked for increased student discounts, and improved student ID cards. We have investigated some great options for taking over this program and have had positive feedback from AU about this option.



# Representation

## On external, AU committees

COMMITTEE	STUDENT REPRESENTATIVE
<b>AU Board of Governors (BoG)</b>	Bethany Tynes and Toni Fox
Finance and Property Subcommittee	Bethany Tynes
Academic Affairs Subcommittee	Toni Fox
Honorary Awards Subcommittee	Bethany Tynes
Institutional Advancement Subcommittee	Toni Fox
<b>AU General Faculties Council (GFC)</b>	Bethany Tynes and Kim Newsome
GFC Executive Committee	Bethany Tynes
Student Academic Appeals Committee	Tamra Ross
Student Awards Committee	Kim Newsome
Academic Learning Environment Committee	Toni Fox
Academic Excellence Awards Committee	Kim Newsome
<b>Miscellaneous Ad Hoc Committees</b>	
Learning Resources Committee; Ad hoc plagiarism detection software committee; Dean of FHSS Selection Committee; Ad hoc governance review committee; VP Advancement Selection Committee; VP Finance Selection Committee	Bethany Tynes
<b>Miscellaneous Standing Committees</b>	
AU Staff Awards Committee (SDRMASE, PATME & CCMATE)	Tamra Ross
Bryon Paege Memorial Award (CUPE)	Bethany Tynes

# AUSU Council

## Internal Committees

COMMITTEE	CHAIR	MEMBERS
Finance	Kim Newsome	Bethany Tynes, Toni Fox, John Palmer, James Ramsbottom, Sarah Kertcher, Tamra Ross and Karyna McDonald (ex officio)
Awards	Kim Newsome	Bethany Tynes, Jennifer Williatte-Battet, Ashley Seely, Toni Fox, Tamra Ross (ex officio)
Media	Toni Fox	Ashley Seely, Jennifer Williatte-Battet, James Ramsbottom, Tamra Ross (ex officio).

## Representation

### Other areas where we have input

AU EXECUTIVES WE MEET WITH REGULARLY	
Dr. Frits Pannekoek	AU President
Dr. Margaret Haughey	AU Vice President Academic
James D'Arcy	AU Registrar

OTHER WORKING GROUPS COUNCIL AND STAFF MEET WITH	
Open AU	We are provided with a half page in each printed issue.
AU Tutors' Union	Our first meeting with the union was a great success, and we plan to continue meetings with this group
AUGSA	We continue to meet with the GSA to discuss areas of common concern to graduates and undergraduates at AU.



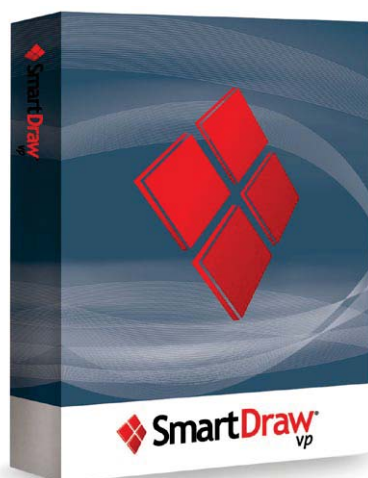


# Services for our members

Some of the services and publications students receive from AUSU

## Awards

AUSU offers a wide range of scholarships, awards, and bursaries for its members. Our bursary program targets students in need and provides free new computers, financial assistance, and free extensions when emergencies arise. Scholarships recognize academic achievement, and awards promote community service and student leadership.



## Smart Draw License

A \$297 USD value, the Smart Draw Virtual Processor package has many new features and allows students to create a wide range of graphics including charts, graphs, time lines, flowcharts, and more, plus a wide range of health care charts and documents. These graphics can be automatically output to Word, Excel and many other programs, so students can submit them to tutors who do not have Smart Draw. Since 2007 AUSU has purchased an annual license but the price has increased dramatically this year, so we are evaluating usage to determine if we'll continue this service into 2012.

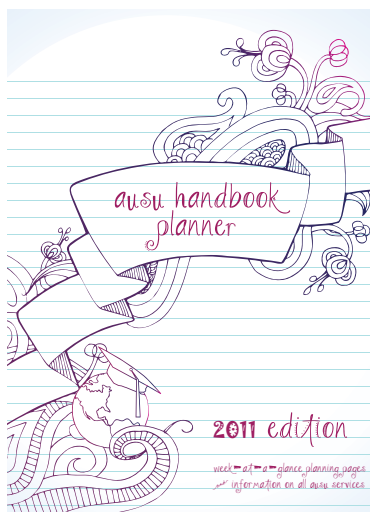
## AUSU Merchandise

In 2008, AUSU began building up a stock of custom merchandise sporting AUSU and Voice Magazine branding. To encourage a sense of student community, all items are being sold at prices that are very near our cost, plus actual shipping rates. New items will be added over the coming year. Merchandise is also a great incentive for contests when we want student feedback or participation!



# Publications

being in touch with students



## AUSU Handbook/Planner

Still our most popular service, our free planner is in full colour, and has an added tabbed divider with a slot for notes and small loose papers. It also includes course planning pages and a clip in page marker ruler. We have renegotiated our rates to produce the planner more cheaply in 2011 without altering quality. This publication is so popular that we've also offered it for sale to graduate students and alumni to quench ongoing demand and to offset production costs.

## AUSU News

The only publication automatically mailed to all members, *AUSU News* reaches more than 40,000 undergraduates annually. The newsletter helps us stay in touch with our members, ensures that important news reaches members in all locations, and provides a link for members who are not on-line or who have not yet found our web site.







# *Sustainability*

for our future

AUSU's focus this year is on the environment. We welcome students from every corner of the earth, and know that many of you have been impacted by recent natural disasters and the effects of climate change.

We're committed to doing our part to ensure that we have a tiny carbon footprint. We now maintain a nearly paperless office, and distribute most documents electronically. When we do print (students still want hard copy planners and our post cards and newsletters help students find out about services we offer), we select eco friendly options: this year we changed the paper we use for our newsletter to one with a high volume of post-consumer recycled content, and all components of our planner are recyclable as well. Where possible, we purchase eco friendly office supplies and we recycled our old office equipment by donating it instead of throwing it out.

If you have any ideas for how we can be more eco friendly, just let us know!



#### MAIN OFFICE

Athabasca University Students' Union  
Peace Hills Trust Tower  
10011 109th Street NW, suite 1213  
Edmonton, AB T5J 3S8  
TEL: 1-800-788-9041 ext. 3413  
FAX: (780) 497-7003  
[www.ausu.org](http://www.ausu.org)  
[ausu@ausu.org](mailto:ausu@ausu.org)

#### COUNCIL

Bethany Tynes, President  
Toni Fox, VP External  
Kim Newsome, VP Finance  
Sarah Kertcher  
John Palmer  
Ashely Seely  
Jennifer Williatte-Battet  
James Ramsbottom

#### STAFF

Tamra Ross - Executive Director/Voice Editor-in-Chief  
Karyna McDonald - Office Coordinator/Bookkeeper  
Christina Frey - Voice Managing Editor

AUSU serves more than 41,000 Athabasca University undergraduates annually.  
AUSU members are defined as all students of Athabasca University who are currently enrolled in an AU undergraduate course (if extensions are purchased, the extended end date is used to calculate membership).

For more information about AUSU and its programs, please see  
[www.ausu.org](http://www.ausu.org), or call our office.

This booklet prepared for AUSU by Tamra Ross.  
Errors and omissions excluded.

Graphics and design by Tamra Ross © AUSU, 2011

WE WELCOME ALL QUESTIONS AND COMMENTS FROM  
OUR MEMBERS. CONTACT US FOR MORE INFORMATION:  
1.800.788.9041 X 3413

AUSU serves more than 41,000 undergraduate students annually across Canada and around the world. We offer advocacy, support, and services needed by students. The AUSU web site contains information on all of our services, including our financial aid options, student clubs and course reviews.



**AU STUDENTS' UNION**  
UNITED BY DISTANCE

1213 10011 109 ST NW  
Edmonton AB T5J 3S8