



ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

FINANCIAL AUDIT

of the

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

for the year ending

December 31, 2012

MAILING ADDRESS:

10818 JASPER AVENUE, PO Box 35092 EDMONTON, AB T5J 0B7

PHONE: 1.866.625.5943 FAX: 780.497.7003 WEBSITE: WWW.AUGSA.COM FACEBOOK: AUGSA TWITTER: @augsa



ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

President's Report – 2012

Dear Athabasca University graduate students,

I have had the pleasure of serving as the President of the Athabasca University Graduate Students' Association (AUGSA) for another term. It has been wonderful to see the continued growth of our organization. In the past year we have continued to expand our student services and have increased our advocacy in both Alberta (where AU is based) and Ontario (where a significant portion of our members reside).

Before I go further into my report, I would like to take this as an opportunity to thank the AUGSA Executive Committee and Council for trusting me to lead our organization for another year. You have been a great team to work with and I thank you all for the outstanding engagement and hard work that you have given to the graduate students of Athabasca University. I would also like to thank all of the graduate students in the AU community who supported the AUGSA through volunteering on various committees, or simply by providing valuable feedback on our operations and services.

AUGSA Services

We have continued to increase our student services this year, providing students with opportunities to meet one another in person and to gain valuable professional and academic skills to help them both while they are a student and upon completion of their graduate program. Some of the services that AUGSA offered to our members during 2012 included:

- Meet and Greet events in Edmonton, Ottawa, Vancouver, Winnipeg, Waterloo, and Toronto;
- Online webinars to provide professional and academic skill development opportunities for our members, such as how to create a research poster, effective conflict management, and effective student-supervisor relationships;
- Assistance to individual students in navigating university processes and procedures;
- An e-newsletter to ensure students were aware of important information, events, and deadlines;
- Support for students looking to form student groups;
- An opt-in health plan;
- Online orientation sessions for new and returning students; and
- Co-hosting a graduate student conference with the Faculty of Graduate Studies.

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Some of you may remember that a health and dental plan was a hotly debated topic in 2011. While the opt-out plan proposed that year was voted down in a referendum, we were able to find a solution that works for those who still wanted a plan. We have worked with C&C Insurance to provide an opt-in plan for those graduate students who are interested in a health and dental plan. Details of this plan can be found on the AUGSA website.

AUGSA Advocacy

2012 was another big year for AUGSA advocacy and government-relations work. We have continued our work with our provincial and federal lobbying groups: the Alberta Graduate Council (AGC) and the Canadian Alliance of Student Associations (CASA). We also joined the Alberta Students' Executive Council (ASEC) as a prospective member in 2012.

As ASEC is made up of students from a variety of institutions, from undergraduate students to students at poly-technical institutions, we are able to combine our efforts and work toward issues that affect all students, regardless of the program they are taking or the school they are attending.

This year, AUGSA also undertook advocacy efforts in Ontario. Because we have so many members living in the province who are affected by issues such as the Ontario Student Assistance Program, we decided that it would be wise to get involved with an Ontario-based lobby group in order to better serve those students. As a result, I am pleased to say that AUGSA is one of the founding members of the Ontario Graduate Students' Alliance (OGSA). This group will operate in a manner very similar to the Alberta Graduate Council, but within the province of Ontario. Among our partner graduate students' associations in this endeavour are the GSAs from the Universities of Waterloo, Wilfred Laurier, Trent, Lakehead, McMaster, Ryerson, and UOIT.

At the federal level, we continue to be involved with the Canadian Alliance of Student Associations (CASA). I was elected to the Board this year and served as Vice Chair (Secretary). This role has given me a wonderful opportunity to increase AUGSA's voice both within CASA and to the various federal agencies that CASA lobbies on behalf of students.

In addition to our provincial and federal lobbying, we are heavily involved in the governance and political processes at the university level. I sit on the Athabasca University Board of Governors and a number of its subcommittees, and our VP Academic, Olivia Meyia, represented graduate students on the General Faculties Council and its subcommittees during the 2012/2013 academic year.

Just as we did last year, the Operations Coordinator and I attended AU Convocation in June of 2012.

In addition to these efforts, our executive team has made a point of keeping open communication channels between the AUGSA and the university. We regularly meet with the Dean of Graduate Studies

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and the AU Vice President, Academic in order to keep them apprised of the concerns and needs of graduate students.

Conclusions

As I reflect upon the past year, I am very proud of what the AUGSA has accomplished. When I was first elected President in 2010, AUGSA was just establishing itself and working on its internal governance, developing bylaws, and setting advocacy priorities. Since then, I have been able to watch as AUGSA has grown into an organization that provides excellent student services and a strong voice when advocating for our members.

I am often told by members of other student organizations that AUGSA punches above our weight, and I am proud to say that I agree. Despite being a relatively small organization in terms of finances and staff resources, we are able to affect big change for our members and regularly secure meetings with important MLAs and MPs. I look forward to seeing AUGSA continue to grow in 2013 and beyond.

To the outgoing members of the AUGSA Council and Executive, thank you for your hard work. It has been wonderful to work with you all over the past year.

To the members of AUGSA, thank you again for the tremendous opportunity that you have afforded me over the last year. You never cease to inspire me with your hard work, dedication, and outstanding commitment to furthering yourself through a graduate level education at Athabasca University. It has been a pleasure to serve as your President.

Respectfully submitted,

Amanda Nielsen, B.A.
President, AUGSA
Master of Arts – Integrated Studies Student

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Vice President, Operations and Finance Report – 2012

It is an honour and privilege to serve as Vice President, Operations and Finance (VPOF) of the Athabasca University Graduate Students' Association (AUGSA) 2012/2013 term. This is my second year serving on AUGSA, previously as a Faculty of Business Council Representative during the 2011/2012 term. 2012/2013 is a year of turnaround, renewal and navigates to the future. AUGSA started the year managing overspending in the previous fiscal year, and ended 2012 with a healthy surplus. With the help of the current executive team at AUGSA, we are committed to be fiscally responsible to ensure our finances are in order, with the objective of spending and growing wisely.

I would like to thank the executive team for sharing their insights, support and professionalism in a successful 2012/2013 term. As well, I would like to thank the AUGSA council for their guidance and input during the term. I met a great deal of Athabasca University staff, students, and external student bodies during the last school year; their valuable insight into the every changing education system, and the dynamic changes in Alberta politics help AUGSA navigate to the right direction.

During the 2012/13 term, as VPOF, I have been involved in the following:

1. **Financial Health** – At the end of 2012, AUGSA was approximately \$14,000 in the red, one of the biggest challenges I had when I took over as VPOF in May 2012 was to ensure that AUGSA council spends within its means. By the end of 2012, we have a health surplus of \$55,848.58. With more than enough money to pay for the previous year's deficit, this allows AUGSA to focus on value added services for students.
2. **Updated Email Service** – During this past year, AUGSA has upgraded its mail service to ensure communications with students are done with minimal interruption with the latest technologies.
3. **Value Added Focus for Students** – For example, we have increased our advocacy in Ontario by being a founding member of the Ontario Graduate Students' Alliance. Ontario has the second largest student community that are studying in AU after Alberta. We believe investment in this organization will provide Ontario based students with better focus on issues they face.
4. **Audit Process** – AUGSA is required to deliver an annual audit to AU Board of Governors. As such, this was initiated in January 2013. The audit is a process of checks and balances to ensure AUGSA is spending students' money appropriately, guided by our bylaws and decisions by the council. Annual audit reports can be found at the AUGSA's website – <http://www.augsa.com>.
5. **VPOF transition package** – One of the issues in ensuring that AUGSA can continue to follow the appropriate processes when a new person takes on the role of the VPOF is awareness and support for that role. One of the tasks that I have completed is a series of support videos that

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walk an incoming VPOF through the processes in order to maintain this critical financial position within the organization. Payroll, monthly reporting, and bank account management is key in this role and is critical in making sure that AUGSA can conduct daily business.

I'm happy and proud to be part of the 2012/13 AUGSA Council, as well as being part a great executive team! As I depart the AUGSA council, as well as Athabasca University, we have increased services to our students. I look forward to staying in touch with AU as an alumnus and look forward to contributing further to this great university.

Best regards,

Wilson Ho, MBA, B.A., B.Sc.
Vice President, Operations and Finance
Master of Business Administration Student

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ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Vice President Academic's Report - 2012

Hi, I am Olivia Meyia, and I have had the greatest honour to serve as the Vice President Academic for the year 2012/2013. I recently graduated in the Masters of Arts Integrated Studies program with specialization in cultural and community studies.

The Vice President Academic position at AUGSA is primarily responsible for representing students in academic and internal matters at Athabasca University. I also represent AUGSA on the General Faculties Council (GFC) and its standing committee, as well as academic and professional webinar sessions.

I am assigned to work on individual projects, when needs arise. The members of the Executive Committee all work together on larger projects as well.

In the past year I have worked hard to advocate for students, bringing their issues forward to AU and working to resolve them. As well, I worked hard to build relationships within AU to help resolve student issues as quickly as possible.

Some of the accomplishments from this year are:

- Teaching/Research Assistant: Members of the Executive Committee started talks with AU in regards to drafting a collective bargaining agreement for current and prospective Teaching/Research Assistants.
- The GFC approved the amended motion that the two program graduate student representatives appointed by AUGSA be *any* two program graduate students who are not from the same faculty.
- Transcribing Awards and Co-Curricular Transcripts: Approval of the Transcribed Awards and Co-Curricular Transcripts report included in the Student Awards Plan 2011-2016. The current objectives that concerns our transcribed and CCT report states:
 1. Maintaining Operational Efficiency: conduct an analysis of current access database that is used for the tracking of students award to determine if Banner can be used as an alternative start Feb. 2014/.
 2. Continuous review of the student awards program: conduct an analysis for the potential of adding student awards to the official student record.
- Successfully organized the webinar session "Create an Effective Poster Presentation" by Dr. Frederique Pivot and Dr. Beth Perry
- Successfully organized the Mitacs & AU Webinar "The power of networking" by Judy Thompson and Gayle Hallgreen
- Successfully organized the webinar "Effective student-supervisor relationship"
- Successfully attended all the Dean Selection FHSS Committee meetings and interview process, and came to a consensual agreement of our top candidates for the position of

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Dean of the FHSS. The recommendation was submitted to the Board of Governors. On July 24, the Board approved the Dean Selection FHSS Committee members' recommendation.

I have also worked with and chaired the AUGSA Newsletter Committee to help assign, set deadlines, and publish articles for the newsletter.

One of the other important roles of this position is sitting on numerous committees with Athabasca University to both find out what is happening with the University as well as ensuring that the voice of graduate students are heard on these committees. These committees are:

- General Faculties Council
- GFC Executive Committee
- Faculty of Humanity and Social Science Faculty Council
- GFC Academic Learning Environment Committee
- GFC Academic Excellence Awards Committee
- GFC Student Awards Committee
- GFC Student Academic Appeals Committee
- Graduate Student Research Fund Committee
- FHSS Dean Search Selection Committee

It has really been a life changing experience working with AUGSA, and I have been able to serve our members as outlined in my portfolio. I now wish the incoming VP Academic, excellent work throughout his/her 2013/2014 term.

Respectfully submitted,

Olivia Meyia
VP Academic 2012/13

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April 15, 2013

Athabasca University Graduate Students' Association
PO 350925
10818 Jasper Ave
Edmonton, Alberta
T5J0B7

Attention: Mr. Wilson Ho, Vice President

Dear Mr. Ho:

We are enclosing:

- Two copies of your audited financial statements of Athabasca University Graduate Students' Association for the year ended December 31, 2012.
- Two copies of the letter of representation.
- Two copies of our standard engagement letter.
- Our invoice, which we trust you will find in order.
- Our year-end journal entries and other relevant working papers are being provided to assist you in updating your accounting system. If you find after inputting our year-end entries that your general ledger does not agree to our closing balances, please contact our office so we may help you rectify the problem.
- Two copies of the independence letter. We are required to disclose any relationships between the Association and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence. We are not aware of any relationships between ourselves and the Association.

We have relied on you to provide us with the necessary information in a form sufficiently complete to enable us to prepare the financial statements.

We thank you for the opportunity to be of service to you and trust everything is in order. If you have any questions or concerns, please contact us by email at info@chathacga.com or call 780-628-4800.

Yours truly,


Jay Chatha, CGA

CHATHA PROFESSIONAL CORPORATION

Encl.

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

PO 350925
10818 Jasper Ave
Edmonton, Alberta
T5J0B7

April 15, 2013

Chatha Professional Corporation
3120 Parsons Road NW
Edmonton, Alberta
T6N 1L6

Dear Sir / Madam:

We are providing this letter in connection with your audit of the financial statements of Athabasca University Graduate Students' Association as of December 31, 2012 and for the year then ended, for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows of Athabasca University Graduate Students' Association in accordance with Canadian generally accepted accounting principles.

We acknowledge that we are responsible for the fair presentation of the financial statements in accordance with Canadian generally accepted accounting principles and for the design and implementation of internal control to prevent and detect fraud and error. We have assessed the risk that the financial statements may be materially misstated as a result of fraud, and have determined such risk to be low. Further, we acknowledge that your examination was planned and conducted in accordance with Canadian generally accepted auditing standards so as to enable you to express an opinion on the financial statements. We understand that while your work includes an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, it is not designed to identify, nor can it necessarily be expected to disclose fraud, shortages, errors and other irregularities, should any exist.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

We confirm, to the best of our knowledge and belief, as of April 15, 2013, the following representations made to you during your audit.

General

1. The financial statements referred to above present fairly, in all material respects, the financial position of the Association as at December 31, 2012, and the results of its operations and its cash flows for the year then ended, in accordance with Canadian generally accepted accounting principles.
2. We have made available to you all financial records and related data.
3. We have responded fully to all enquiries made to us and have made available to you all accounting and financial records and related data of the Association during your audit.
4. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
5. We are unaware of any known or probable instances of non-compliance with the requirements of regulatory or governmental authorities, including their financial reporting requirements.
6. We are unaware of any violations or possible violations of laws or regulations the effects of which should be considered for disclosure in the financial statements or as the basis of recording a contingent loss.
7. We have identified to you all known related parties and related party transactions, including guarantees, non-monetary transactions and transactions for no consideration.

8. We have no knowledge of fraud or suspected fraud affecting the entity involving management; employees who have significant roles in internal control; or others, where the fraud could have a nontrivial effect on the financial statements.
9. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.
10. We believe the effects of the uncorrected financial statement misstatements summarized in the accompanying schedule are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
11. We believe that the significant assumptions used in arriving at the fair values of financial instruments as measured and disclosed in the financial statements are reasonable and appropriate in the circumstances.
12. We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.
13. All related party transactions have been appropriately measured and disclosed in the financial statements.
14. The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
15. We have informed you of all outstanding and possible claims, whether or not they have been discussed with legal counsel.
16. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.
17. The Association has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

Where the value of any asset has been impaired, an appropriate provision has been made in the financial statements. This includes:

- a) Appropriate provisions for idle, abandoned, destroyed or obsolete assets or where site restoration costs will be necessary; and
 - b) Impairments in the value of goodwill or intangible assets.
18. We have disclosed to you, and the Association has complied with, all aspects of contractual agreements that would have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.
 19. There have been no events subsequent to the balance sheet date up to the date hereof that would require recognition or disclosure in the financial statements. Further, there have been no events subsequent to the date of the comparative financial statements that would require adjustment of those financial statements and the related notes.

Other

1. None of the members were in debt to the Association, other than in the ordinary course of business at the year-end or at any time during the year.
2. The Association did not make any related party transactions during the year that have not been disclosed to you.
3. All management fees, bonuses or other remuneration paid to or accrued on behalf of members or related parties represent the fair market value of services performed for, or goods provided to, the Association.
4. We hereby acknowledge that Chatha Professional Corporation have made us aware of your legal obligations under the Proceeds of Crime (Money Laundering) and Terrorist Financing Act. We hereby acknowledge that we are aware of potential conflict of interest that may arise as a result of your legal obligations under this Act and authorize Chatha Professional Corporation to release and disclose information about Athabasca University Graduate Students' Association as required by statute.

Yours truly,

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

April 15, 2013

Date signed

April 15, 2013

Date signed



December 17, 2012

Athabasca University Graduate Students' Association
PO 350925
10818 Jasper Ave
Edmonton, Alberta
T5J0B7

Attention: Mrs. Amanda Nielsen, President and Mr. Wilson Ho, Vice President

Dear Audit Committee Members:

We have been engaged to audit the financial statements of Athabasca University Graduate Students' Association for the year ending December 31, 2012.

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between the Association and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, the standards require us to consider relevant rules and related interpretations prescribed by the Certified General Accountants Association of Alberta and applicable legislation, covering such matters as:

- a) holding a financial interest, either directly or indirectly, in a client;
- b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- d) economic dependence on a client; and
- e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since January 22, 2012, the date of our last letter.

We are not aware of any relationships between the Association and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence, that have occurred from January 22, 2012 to December 17, 2012.

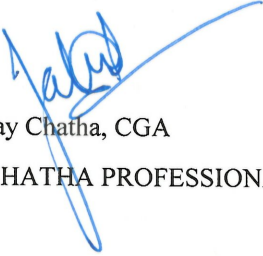
The total fees charged to the Association for assurance services were \$8,000 during the period from January 22, 2012 to December 17, 2012.

Canadian generally accepted standards for audit engagements require that we confirm our independence to the proprietor in the context of the Code of Ethical Principles and Rules of Conduct of the Certified General Accountants Association of Alberta. Accordingly, we hereby confirm that we are independent with respect to the Association within the meaning of the Code of Ethical Principles and Rules of Conduct of the Certified General Accountants Association of Alberta as of December 17, 2012.

This report is intended solely for the use of and should not be used for any other purpose.

Should you wish to discuss this matter with us further, please contact us at your earliest convenience. Thank you again for the opportunity of providing our services to your Association.

Yours truly,

A handwritten signature in blue ink, appearing to read "Jay Chatha", with a long, sweeping flourish extending to the right.

Jay Chatha, CGA

CHATHA PROFESSIONAL CORPORATION

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Financial Statements

Year Ended December 31, 2012

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

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Year Ended December 31, 2012

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INDEPENDENT AUDITOR'S REPORT

To the Members of Athabasca University Graduate Students' Association

We have audited the accompanying financial statements of Athabasca University Graduate Students' Association, which comprise the statement of financial position as at December 31, 2012 and the statements of revenues and expenditures, changes in net assets and cash flows 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 accounting standards for not-for-profit organizations, 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.

(continues)

Independent Auditor's Report to the Members of Athabasca University Graduate Students' Association *(continued)*

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Athabasca University Graduate Students' Association as at December 31, 2012 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Edmonton, Alberta
Chatha Professional Corporation
April 15, 2013

CERTIFIED GENERAL ACCOUNTANTS

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Statement of Financial Position

December 31, 2012

	<i>December 31</i> 2012	<i>December 31</i> 2011	<i>January 1, 2011</i> 2010
ASSETS			
CURRENT			
Cash	\$ 90,495	\$ 34,647	\$ 40,536
Accounts receivable	29,570	33,960	51,151
Prepaid expenses	78	71	0
	<u>\$ 120,143</u>	<u>\$ 68,678</u>	<u>\$ 91,687</u>
LIABILITIES AND NET ASSETS			
CURRENT			
Accounts payable	\$ 7,997	\$ 8,748	\$ 12,997
Employee deductions payable	0	172	4,122
	<u>7,997</u>	<u>8,920</u>	<u>17,119</u>
NET ASSETS			
General fund	<u>112,146</u>	<u>59,758</u>	<u>74,568</u>
	<u>\$ 120,143</u>	<u>\$ 68,678</u>	<u>\$ 91,687</u>

ON BEHALF OF THE BOARD



Director

Director

See notes to financial statements

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Statement of Revenues and Expenditures

Year Ended December 31, 2012

	2012	2011
TRADE SALES	\$ 353,424	\$ 300,160
EXPENSES		
Salaries and wages	145,060	175,065
Travel	42,519	27,768
Consulting fees	24,777	14,788
Council Honorariums	20,800	10,225
Meals and entertainment	17,331	6,744
Office	13,260	17,589
Professional fees	9,743	11,998
Training	8,018	12,099
Telephone	5,547	5,374
Meetings and conventions	5,242	2,034
Interest and bank charges	2,934	3,597
Insurance	2,193	1,927
Memberships	1,500	23,012
Advertising and promotion	1,352	250
Donations	655	2,500
Miscellaneous	105	0
	301,036	314,970
EXCESS (DEFICIENCY) OF TRADE SALES OVER EXPENSES	\$ 52,388	\$ (14,810)

See notes to financial statements

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Statement of Changes in Net Assets

Year Ended December 31, 2012

	General Fund	Restricted Fund	2012	2011
NET ASSETS - BEGINNING OF YEAR	\$ 59,758	\$ -	\$ 59,758	\$ 74,568
Excess of trade sales over expenses	52,388	-	52,388	(14,810)
NET ASSETS - END OF YEAR	\$ 112,146	\$ -	\$ 112,146	\$ 59,758

See notes to financial statements

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Statement of Cash Flows

Year Ended December 31, 2012

	2012	2011
OPERATING ACTIVITIES		
Excess (deficiency) of trade sales over expenses	\$ 52,388	\$ (14,810)
Changes in non-cash working capital:		
Accounts receivable	4,390	17,191
Accounts payable	(751)	(4,249)
Prepaid expenses	(7)	(71)
Employee deductions payable	(172)	(3,950)
	3,460	8,921
INCREASE (DECREASE) IN CASH FLOW	55,848	(5,889)
Cash - beginning of year	34,647	40,536
CASH - END OF YEAR	\$ 90,495	\$ 34,647

See notes to financial statements

ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

Notes to Financial Statements

Year Ended December 31, 2012

1. NATURE OF OPERATIONS

Athabasca University Graduate Students' Association is an organization that fosters a cohesive graduate student community, acts as an advocate for graduate students, and builds a positive relationship with the University. The Association is incorporated under the Provincial Society Act as a not-for-profit organization and is a registered charity under the Income Tax Act and is therefore exempt from income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) and include the following significant accounting policies:

The association follows the deferral method of accounting for contributions.

Fund accounting

Revenues and expenses related to the program delivery and administrative activities are reported in the General Fund. There are no restricted funds in the Association.

Contributed services

Volunteers contributed about 2,850 hours in 2012 to assist the Association in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Equipment purchased with value of \$2,500 or lower is expensed in the year it is purchased.

Revenue recognition

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be recorded can be reasonably assumed.

3. FINANCIAL INSTRUMENTS

Unless otherwise noted, it is management's opinion that the Association is not exposed to significant credit risks arising from its financial instruments. The fair value of the instruments approximates their carrying values, unless otherwise noted.

Credit risk

The Association is exposed to credit risk with respect to its financial assets as reported on the statement of financial position. Credit risk is not considered significant because the Association's cash and cash equivalents are held in deposit with Canadian financial institutions in insured accounts; grants receivable are due from Athabasca University with no history of default.
