

Student Checklist

This checklist must be completed by all students and included with the application, and supporting documentation submitted to the Graduate Studies Office or the Ministry of Training, Colleges and Universities (direct applicants only).

Check off each item to ensure that you have completed all components of your application package. Sign and date this form.

Application form

 Student Name
 Personal Data (part 1)

- The completed 2010-2011 application and consent
- All item numbers in part 1 are completed
- Social Insurance Number (SIN) required if you indicated Canadian citizen, Protected Person or Permanent Resident in item 14
- Social Insurance Number (SIN) may or may not be provided if you indicated Item 14 - Student visa
- Social Insurance Number is correct (if applicable)
- Copy of Temporary Resident Visa Student Class documentation (if applicable)

Education Information (part 2)

- All item numbers in part 2 are completed
- Additional Educational Information completed (if applicable)
- Discipline code matches discipline name (check OSAP website for lists)
- Student signed the application form

Summary Sheet

- Completed the 2010-2011 summary sheet
- Items 5 to 10 must be completed by student
- Items 5, 6 and 7 - Students must NOT have received more than four years of government-funded student awards. Awards counted towards the maximum are: OGS, NSERC, SSHRC and CIHR.

2 Academic Assessment Reports (Fax/photocopies will not be accepted).

- Completed the 2010-2011 reports
- Section A must be completed by student
- 2 Academic Assessment Reports forwarded to professor or referee with PDF form

Statement of Interest OR Plan of Study

- One page only, letter size, single spaced, 12 point arial font, 1/2" margins

List of Significant Academic Accomplishments (if applicable)

- One page only, letter size, single spaced, 12 point arial font, 1/2" margins

List of Other Scholarships or Awards (if applicable)

- One page only, letter size, single spaced, 12 point arial font, 1/2" margins

Transcripts

- Include all university transcripts of marks for academic studies completed up to August 31, 2009. Include the additional Education Information page if you have previous studies or transcripts. (Fax/photocopies will not be accepted).

 Signature

X

 Date