

**Instructions**

Use this form if you want to add or remove an individual from accessing information in your Ontario Student Assistance Program (OSAP) file. This consent is valid for a five year period starting from the date this form is processed. You can change your access information at any time by completing this form or updating the information online on the OSAP website ([ontario.ca/osap](http://ontario.ca/osap)). This consent impacts all of your OSAP applications for all academic years because it is part of your profile information.

**Where to send your completed form**

**Students attending a school located in Ontario:** Submit this form to the financial aid office at your school.

**Students attending a school located outside of Ontario:** Submit this form to: Student Financial Assistance Branch, Ministry of Colleges and Universities, PO Box 4500, 189 Red River Road, 4th Floor, Thunder Bay, Ontario P7B 6G9.

**Student information**

**Social insurance number:**

**Student number (if applicable):**

**First name:**

**Last name:**

**Telephone number:**

**Release of Information to Others**

**Individual 1**

Add  Remove

**Last name:**

**First name:**

**Date of birth:**

Day Month Year

