

Purpose

Use this form if you applied using the *2014-2015 OSAP Application for Part-Time Students* and you were denied funding because you did not meet the residency requirements of this program.

Required Documents

You may be required to provide documentation related to the answers you provided regarding your current residency. See **Section B: Residency Information** for further details.

Where to Send this Form

Send your completed form and required document (if applicable) to:

Student Financial Assistance Branch
Ministry of Training, Colleges and Universities
PO Box 4500, 189 Red River Road, 4th Floor
Thunder Bay, ON P7B 6G9.

Deadline

Study periods that are up to 20 weeks long:

This form and required document (if applicable) must be received by your financial aid office or the ministry no later than 6 weeks before the end of your study period.

Study Periods that are 21 weeks or longer:

This form and required document (if applicable) must be received no later than 40 days before the end of your study period.

Questions?

If you're going to a school in Ontario:

Contact the financial aid office at your school.

If you're going to a school outside Ontario:

Contact the ministry at: Student Financial Assistance Branch, Ministry of Training, Colleges and Universities, PO Box 4500, 189 Red River Road, 4th Floor, Thunder Bay, ON P7B 6G9.

General inquiry telephone service is available Monday to Friday, 8:30 AM – 4:30 PM (Eastern Standard Time)

- Telephone: 1-807-343-7260.
- Toll-free in North America: 1-877-OSAP-411 (1-877-672-7411)
- Telephone Device for the Deaf (TDD): 1-800-465-3958

Section A: Student Information

Social Insurance Number:

Ontario Education Number (OEN), if assigned:

Last name:

First name:

Student's Mailing Address

Street number and name, rural route, or post office box:

Apartment:

Street number and name, rural route, or post office box:

City, town, or post office:

Province:

Postal code:

Area code and telephone number:

Information about Student's School and Program

What is the name of the school you are currently attending for your 2014-15 study period?

Student number at your school:

Section B: Residency Information**Part 1 - To be completed by all students.**

Check the FIRST statement that describes your current residency status. Follow the instructions that pertain to the statement you selected.

- 300 I have always resided in Ontario. Go to Section C.
- 305 Ontario is the last province in which I resided for 12 months in a row without being a full-time postsecondary student. Go to Section C.
- 325 I now reside in Ontario AND I have resided in Canada for less than 12 months in a row. Go to Section C.
- 330 I now reside in Ontario but none of the above statements applies to me. See Next Steps, below.

Next Steps:

- If you were denied financial assistance from the province or territory in which you most recently resided, you must provide a letter from that province/territory indicating that you were denied part-time funding due to residency.
- If you selected your marital status on your part-time application as "Married" or "Common-law", go to Part 2, below.
- If you selected your marital status on your part-time application as "Single" or "Other" and you didn't list any dependent children, go to Part 3, below.

Part 2 - Complete this section only if both of the following statements are true:

- You selected item 330 in Part 1, and
- Your marital status on your part-time application is "Married" or "Common-law".

Check the FIRST statement that describes your spouse's residency status:

- 310 My spouse has always resided in Ontario. Go to Section C.
- 315 Ontario is the last province in which my spouse resided for 12 months in a row without being a full-time postsecondary student. Go to Section C.
- 399 None of the above statements applies to my spouse's residency status. Go to Section C.

Part 3 - Complete this section if all of the following statements are true:

- You have selected item 330 in Part 1, and
- Your marital status on your part-time application is "Single" or "Other", and
- You didn't list any dependent children.

638 Have you been out of high school for less than four years as of the start of your 2014-2015 study period?

- Yes - Complete item 175.
- No - Go to Section C.

175 When did you last attend high school on a full-time basis*?

Month						Year					

* You are considered to be attending full time if you were taking 60% or more of a regular high school program. If you left high school at any time and were out of high school for at least one full year, the date you last attended high school on a full-time basis is the date when you first left high school.

Check the FIRST statement that describes your parent's residency status:

- 320 Ontario is the last province in which my parent(s) have resided for 12 months in a row. Go to Section C.
- 399 The above statement does not apply to my parent(s). Go to Section C.

Section C: Student Declaration

I understand that my OSAP application will be re-assessed based on the updated information provided on this form. I will be bound by the Declarations I signed on my *2014-2015 OSAP Application for Part-Time Students*.

Signature of Student

X

Date

Day			Month				Year												

Your personal information will be used to administer and finance the Ontario Student Assistance Program (OSAP) as set out in the notice of Collection and Use of Personal Information on your OSAP application form and in accordance with the consents you signed on your OSAP application form. The Ministry of Training Colleges and Universities administers and finances OSAP under the legal authority set out on your OSAP application form. If you have any questions about the collection, use and disclosure of your personal information, contact the Director, Student Financial Assistance Branch, Ministry of Training Colleges and Universities, PO Box 4500, 189 Red River Road, Thunder Bay, ON P7B 6G9; (807) 343-7260.