

**Purpose**

Have you failed the credit check on your 2021-22 OSAP application?

You can request a review of your failed credit check if all of the following apply:

- Your financial difficulties were due to circumstances beyond your control.
- You are now financially stable.
- You will be able to repay any further student loans that may be issued to you.

Important:

Before you complete this form, contact your financial aid office. Let them know you would like to request a review of your failed credit check. They will request a copy of your credit report from the credit reporting agency contracted by the Ministry of Colleges and Universities (the ministry). After your report is reviewed, your financial aid office will then let you know if you need to complete this form.

**Required documents**

You must provide documentation to support your review request. Documentation requirements are included in Sections B, C and D.

Include your name and student number on each required document you submit with your review.

**How to submit this form**

You can upload your completed form online. Log into the OSAP website and go to your application to use the “Print or upload documents” button. Or, you can submit a paper copy as follows:

**If you’re going to a school in Ontario:**

Send your completed form and all required document(s) to your school’s financial aid office.

**If you’re going to a school outside of Ontario:**

Send your completed form and required document(s) to: Credit Check Review, Student Financial Assistance Branch, Ministry of Colleges and Universities, 77 Wellesley Street West, Box 276, Toronto, Ontario M7A 1N3.

**Deadline**

If you have submitted an OSAP Application for Full-Time Students or an OSAP Application for Part-Time Students, this form and all required documents must be received by your financial aid office or the ministry no later than 40 days before the end of your 2021-22 study period.

If you have submitted an OSAP Application for Micro-credentials, this form and all required documents must be received no later than 5 days after the end of your 2021-22 study period.



**Section A: Student's information**

**Social Insurance Number:**

**Ontario Education Number (OEN), if assigned to you:**

**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:**

**Province or state:**

**City, town, or post office:**

**Postal code or zip code:**

**Country:**

**Area code and telephone number:**

**Student's study period details**

**What is the name of the school you plan to attend or are currently attending for your 2021-22 study period?**

**Student number at your school:**

**What are the start and end dates of your 2021-22 study period?**

**From:**

**To:**

Month Year

Month Year



**3. Have you completed a credit counselling program?**

Yes

No

If “Yes”, answer the following:

a) What is the name of the credit counsellor and/or credit counselling agency you attended?

b) What city are they located in?

c) When did this counselling occur?

Month	Year		Month	Year
<input type="text"/>	<input type="text"/>	to	<input type="text"/>	<input type="text"/>

**Section C: Student’s current financial details**

4. What is your total estimated current debt from all sources (e.g. credit cards, utilities, liens, judgements) that is in arrears and/or in collection?

\$

**5. Monthly budget**

Provide your current average monthly income and expenses using the chart below. You must also include your spouse’s income if you are married or in a common-law relationship.

Enter a response for each of the categories listed below. If the category does not apply to you, enter a zero (0). Enter amounts in dollars only. Do not indicate cents or use commas or periods.

**Monthly income**

Earned income from all sources (after taxes and deductions): \$

Child and/or spousal support: \$

Other income not listed above: \$

Specify source(s) of other income:

**Total monthly income:** \$

**Monthly expenses**

Housing  
(e.g. rent, mortgage): \$ 

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Utilities  
(e.g. telephone, internet, electricity): \$ 

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Insurance premiums  
(e.g. tenant, house, car): \$ 

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Taxes  
(e.g. school, municipal): \$ 

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Household maintenance/repairs: \$ 

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Spousal and/or child support: \$ 

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Debt repayment  
(e.g. loans, credit cards): \$ 

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Transportation: \$ 

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Groceries: \$ 

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Clothing/Personal items: \$ 

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Entertainment  
(e.g. movies, dining out, vacation): \$ 

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Gifts: \$ 

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Other expenses not covered above: \$ 

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Specify other expenses:  

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**Total monthly expenses:** \$ 

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**6. Are your total monthly expenses more than your total monthly income?**

Yes - **See Required documentation**

No

**Required documentation:** You must provide a letter explaining:

- how you are paying for your outstanding expenses; and
- the steps you are taking to balance your budget.

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## Section D: Career/employment plans

7. Will you be pursuing further postsecondary education immediately after completing your current program of study?

Yes

No

If "Yes", answer the following:

a) What postsecondary program do you plan on pursuing?

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b) What is the length of the program?

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8. Upon completion of your studies, what type of job will you be looking for?

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9. What is the total gross income you expect to earn on a yearly basis?

\$ 

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10. Within one year of graduating, how much do you expect to be working?

full-time (more than 35 hours per week)

part-time (less than 35 hours per week)

not working (unemployed)

**Required documentation:** You must provide a letter indicating:

- the reasons for your response
- your employment search plans
- how you plan to cover your monthly expenses, including OSAP loan payments.

## Section E: Student declaration and signature

I understand that if my review request is accepted, my OSAP application will be re-assessed based on the information I have provided for this review. I will be bound by the Declarations I signed on my 2021-22 OSAP Application for Full-Time Students, 2021-22 OSAP Application for Part-Time Students, or 2021-22 OSAP Application for Micro-credentials (as applicable).

**Signature of student:**

**Date:** Month Day Year

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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 and in accordance with the consents you signed on your OSAP application. The Ministry of Colleges and Universities administers and finances OSAP under the legal authority set out on your OSAP application. If you have any questions about the collection, use and disclosure of your personal information, contact the Director, Student Financial Assistance Branch, Ministry of Colleges and Universities, PO Box 4500, 189 Red River Road, Thunder Bay, Ontario P7B 6G9; 807- 343-7260.