

Ministry of Training, Colleges and Universities

2012-2013 OSAP Request for Study Period Information

For students planning to attend a <u>private postsecondary</u> <u>institution in Ontario</u> for a program that starts anytime between August 1, 2012 and July 31, 2013

STUDENT INSTRUCTIONS

Fill in the STUDENT INFORMATION section and have the institution you plan to attend fill out the STUDY PERIOD INFORMATION section. You are responsible for ensuring that this completed form is received by the Ministry of Training, Colleges and Universities by the deadline dates listed in the 2012-2013 OSAP Application and Instructions for Full-time Students. Information on deadlines is also available on the OSAP website, at http://osap.gov.on.ca.

SIUDENT INFORMATION (to be completed by the student)								
Social Insurance Number		Area code and telephone number		_				
First name	_ Initial	Last name						
Mailing address			Apartment					
City, town, or post office		Province	Postal code					
Name of the program in which you plan to enrol								

INSTITUTION INSTRUCTIONS

This form is used to confirm the student's program and cost information, which is used in the assessment of the student's financial need and the determination of the amount of funding he or she is eligible to receive. The student's 2012-2013 OSAP application will not be processed further until this form is received by the ministry. You may use a photocopy of this form, or print a copy from the OSAP website, at http://osap.gov.on.ca. If you wish to make changes to a student's original program information, such as a change to the student's program (e.g., start date or weeks of study) or cost information, you must notify the ministry in writing. To do so, you can use a Student Activity form, which is available for printing from the OSAP website, at http:// osap.gov.on.ca.

Complete the STUDY PERIOD INFORMATION section and return this form to the ministry at the address below. If you are a member of OACC, forward this form to the OACC financial aid office. Student Financial Assistance Branch

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

STUDY PERIOD INFORMATION (to be completed by the institution)

Institution Code							
Cost code							
Study period start date	Day Month Year						
Study period end date	Day Month Year						
Percentage course load	%	Year entering	Weeks				
I confirm that the information I provided on this form is complete and true.							
Signature of school official		Official's name		Date			
The ministry uses your personal information, including your Social Insurance Number, to administer and finance the Ontario Student Assistance Program (OSAP) and by Human Resources and Skills Development Canada (HRSDC) to administer and finance the Canada Student Loans Program.							
Administration includes: determinin any payment you are required to m maintaining and auditing your file; a	ig your eligibility for an award of finar lake; considering any applications fo assessing and collecting loans, over	ncial assistance; verifying your application; verify r review or appeals of determinations relating to payments; and repayments; enforcing the legisla	ing any award of financial assista your financial assistance or eligib tion set out below and your agree	nce and any relief granted from lity for relief from any payment; ments with the ministry, the			

any payment, you are required to make; considering any applications for review or appeals or determinations relating to your innancial assistance or eligibility for relier from any payment; maintaining and auditing your infarce; and collecting loans, overpayments, and repayments; enforcing the legislation set out below and your agreements with the ministry, the Ontario Student Loan Trust, and HRSDC; and monitoring and auditing the NSLSC and your postsecondary institution or its authorized agents to ensure that they are administering the programs appropriately. In addition, administration by the ministry and HRSDC includes planning, delivering, evaluating and monitoring student assistance programs for quality and improvements in both content and delivery; conducting risk management, error management, audit and quality assessment activities; conducting inspections or investigations; and conducting policy analysis, evaluation, and research related to all aspects of student financial assistance, including contacting you to participate in surveys and developing key performance indicators about your postsecondary institution such as the aggregated Ontario Student Loan default rates of its students. Financing includes: planning, deriver providing funding of the programs.

The ministry administers OSAP under the authority of the Ministry of Training, Colleges and Universities Act, R.S.O. 1990, c. M.19, as amended, R.R.O. 1990, Reg. 773, Reg. 774, and Reg. 775, as amended, and O. Reg. 268/01, as amended; s. 10.1 of the Financial Administration Act, R.S.O. 1990, c. F. 12, as amended; the Canada Student Financial Assistance Act, S.C. 1994, c. 28, as amended; and the Canada Student Financial Assistance Regulations, SOR 95-329, as amended. If you have any questions about the collection or use of this information, contact the Director, Student Financial Assistance Branch, Ministry of Training, Colleges and Universities, PO Box 4500, 189 Red River Road, 4th Floor, Thunder Bay, ON P7B 6G9.