

## Purpose

Use this form to request only the grant(s) you are eligible to receive and to decline the Canada-Ontario Integrated Student Loan. In order to make this request, you must have already submitted a 2018-19 OSAP Application for Full-Time Students and have received an assessment of the amount of funding you are eligible to receive.

### To decline all of your loan:

Your form must be received by your financial aid office no later than 40 days before the start of your study period.

### To decline only the second instalment of your loan:

Your form must be received by your financial aid office no later than 40 days before the release of your 2nd loan Installment.

### If you've received all of your loan:

It is too late to request grant only. However, you can repay your loan immediately. Contact the National Student Loans Service Centre (NSLSC) for details.

## Changed your mind?

If you decide later that you want the loan, contact your financial aid office no later than 40 days before the end of your study period. You will receive the amount of loan that hasn't already been released. If you have not received any of your loan, you will get both installments.

## How to submit this form

You can upload your completed form online. Log into the OSAP web site and go to your application to use the "Print or upload documents" option. Or, you can submit a paper copy as follows:

### If you're going to a school in Ontario:

Send your completed form to your school's Financial Aid Office.

### If you're going to a school outside of Ontario:

Send your completed form to: Student Financial Assistance Branch, Ministry of Training, Colleges and Universities, PO Box 4500, 189 Red River Road, 4th Floor, Thunder Bay, Ontario, P7B 6G9.

## 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, Ontario, P7B 6G9.

- General inquiry telephone service is available Monday to Friday, 8:30 AM – 4:30 PM (Eastern Time)
- Telephone: 807-343-7260.
- Toll-free in North America: 1-877-OSAP-411 or 1-877-672-7411
- TTY: 1-800-465-3958

**Section A: Student's information**

**Social Insurance Number:**

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

**Last name:**

**First name:**

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**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:**

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**Information about student's school and program**

**What is the name of the school you are currently attending for your 2018-19 study period?**

**Student number at your school:**

**What is the name of your program (e.g., Business Accounting, Chemical Engineering)?**

**What are the start and end dates of your 2018-19 study period?**

**From:**

Month    Year

**To:**

Month    Year

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**Section B: Student declaration**

I am requesting to receive only grant funding for which I am eligible and declining any Canada-Ontario Integrated Student Loan, which I have not yet received for the study period indicated above. I understand that after submitting this form, I may not be eligible to reverse this request. I will be bound by the Declarations I signed on my 2018-19 OSAP Application for Full-Time Students.

**Signature of student:**

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**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 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, Ontario, P7B 6G9; 807-343-7260.

**Office use only section****Date entered:**

Month Day Year

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**Signature of financial aid office staff:**

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**Staff name:**

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