



## 2023 – 2024 Full Time (FT) OSAP

### Official Co-op Work Term

First Name

Student #

Last Name

Phone #

**U of T Email Address**

[@mail.utoronto.ca](mailto: @mail.utoronto.ca)

Use this form to change the study period information about your academic activity on your OSAP application. Please use the [Guide to Updating Your Income and/or Assets](#) to ensure you are correctly reporting all income. You must complete **both** pages. **Upload all documents to the OSAP website (Print/Upload section).**

You can apply for OSAP during a co-op work term to help with living costs, provided the work term is required to meet your degree requirements. If you are taking a course during the work term, the tuition and compulsory fees will be added to your OSAP application. Before applying, please read **Some Things to Consider** on page 2.

	Fall 2023 Semester	Winter 2024 Semester
Indicate Academic Activity		
If full time studies, indicate course load		
Name & Location of Work Term Employer or Agency		
<b>Income Information</b>		
<b>Gross</b> Income from All Sources including Employment	\$	\$
Scholarship, Award, Tuition Waiver or Tuition Reimbursement	Not Applicable <input type="checkbox"/>	Not Applicable <input type="checkbox"/>
1.	\$	\$
2.	\$	\$
Financial Assistance from Government Program	Not Applicable <input type="checkbox"/>	Not Applicable <input type="checkbox"/>
1.	\$	\$
2.	\$	\$
Name of <b>Other</b> Government Income Program	\$	\$

If you have more sources of any type of income, please attach an itemized list to this form.

**Living Away from Parental Home:** If you normally live at home but will need to move away for either the work term or the study abroad term, you may need to adjust the living costs on your OSAP application. You must submit a [Request for Review: Adjust Living Allowance form](#) to be considered for additional funding.

**OSAP Obligations:** As an OSAP recipient you are required to report any changes to: personal information, study period and program information, as well as study period income and financial resources. You must ensure all the information on your application is accurate and up-to-date.

**Declaration:** I am providing complete and accurate information to update my OSAP application. I understand I must promptly notify the Financial Aid Office, in writing, of any future changes. I understand that income information for me and my parent(s) (or spouse) will be verified with the Canada Revenue Agency (CRA). Verification of income, when it occurs, may result in a reassessment of my funding for the academic year and should an overpayment in loan and/or grant funding result, this overpayment may affect my future OSAP eligibility. Failure to verify the income on my application will result in grant funding being converted to a loan. If I am reporting a reduction in RRSPs and/or Other Assets, I must provide an explanation and attach proof.

<b>Signature</b>		<b>Date</b>	
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## Some Things to Consider

Before applying for funding during a co-op work term, here are some things to consider:

- You must include your co-op earnings on your application as study period income
- You may incur more debt
- Your study and work terms are considered separate study periods and the appropriate reinstatement/extension forms must be submitted through the academic year by the required deadlines for each individual study period
- You will use up more terms of your **student grant lifetime limit**. The Ontario Student Grant is limited to a lifetime maximum of eight (8) terms of funding.
- You will use up more weeks of your **OSAP lifetime limit**. The lifetime limit of student loan funding is:
  - 340 weeks of funding
  - 400 weeks of funding for doctoral studies
  - 520 weeks of funding for students with permanent, persistent or prolonged disabilities

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