



2011/2012 STUDENT WORK STUDY PLAN APPLICATION

OWSP ELIGIBILITY:

Students may be eligible to apply for OWSP positions if they:

- are Canadian citizens, Permanent Residents or Protected Persons
- are Ontario Residents
- are registered in full-time studies (60% or 3 credits)
- maintain satisfactory academic progress
- have applied for and are eligible for financial assistance under the Ontario Student Assistance Program (OSAP) for the current year
- demonstrate financial need (*complete budget on reverse side*)

IWSP ELIGIBILITY:

Students may be eligible to apply for IWSP positions if they:

- are Canadian citizens, Permanent Residents or Protected Persons
- are Ontario Residents
- are registered in full- or part-time studies
- demonstrate financial need (*complete budget on reverse side*)

APPLICATION PROCESS:Contact the person listed on the posting directly to apply for the position. You must complete a new application for **EACH** position for which you wish to apply. If you are hired for the position, the Manager must authorize this form, and then the form should be forwarded to the Financial Aid & Awards Office for final approval.**POSITION TITLE:**

PLEASE USE ONE APPLICATION PER POSITION

PERSONAL INFORMATION - ALL SECTIONS MUST BE COMPLETED

LAST NAME	FIRST NAME	STUDENT #	
FACULTY (ART OR DESIGN)	PROGRAM	YEAR LEVEL	AGE

OCAD FULL-TIME STATUS: FULL-TIME STUDENT PART-TIME STUDENT

HOW MANY CREDITS WILL YOU BE REGISTERED IN FOR THE 2011/12 ACADEMIC YEAR? _____ FALL 2011 _____ WINTER 2012

CITIZENSHIP STATUS: CANADIAN CITIZEN PERMANENT RESIDENT PROTECTED PERSON

ONTARIO RESIDENCY: I WAS BORN AND ALWAYS LIVED IN ONTARIO

I MOVED TO ONTARIO FROM ANOTHER PROVINCE/COUNTRY ON THE FOLLOWING DATE: Y____ / M____ / D____

I MOVED HERE FROM THE FOLLOWING PROVINCE OR COUNTRY: _____

FINANCIAL NEED: I APPLIED, AND AM ELIGIBLE FOR OSAP FUNDING FOR 2011/12, AND I HAVE COMPLETED THE REVERSE SIDE

I HAVE NOT APPLIED, OR, I AM NOT ELIGIBLE FOR OSAP FUNDING FOR 2011/12, AND I HAVE COMPLETED THE REVERSE SIDE.

CONSENTS, DECLARATIONS AND SIGNATURE OF APPLICANT**PROTECTION OF PRIVACY STATEMENT:** At OCADU, we recognize and respect the importance of your privacy. Personal information is collected, used, disclosed and kept confidential in accordance with the Freedom of Information and Protection of Privacy Act. The Financial Aid & Awards Office will use the information collected on this form to process your application and decide on your eligibility for the Ontario and/or Institutional Work Study Plan(s). Questions about the collection and disclosure of this information can be directed to the Financial Aid & Awards office.**APPLICANT'S CONSENT & DECLARATION**

- The information I have provided on this form is complete and accurate, and I will notify the Financial Aid & Awards Office in writing if my academic, financial, or study-period status changes.
- All information provided in connection with this application is subject to verification and audit by OCADU. I will provide supporting documentation to verify my eligibility upon request.
- I understand that OCADU may disclose information on this form to the Ministry of Training, Colleges and Universities to administer the Ontario Student Assistance Program (OSAP), including Aiming for the Top Tuition Scholarships, and to administer Canada Millennium Scholarship Foundation General Awards. This includes determining eligibility; verifying the application, any loans approved, grants, bursaries, or scholarships issued and loans forgiven; maintaining and auditing your file; and collecting loans, overpayments, and repayments. The ministry collects and uses this information under the authority of the Ministry of Colleges and Universities Act, R.S.O. 1990, c. M.19, and Regulations 773 and 774;

STUDENT SIGNATURE**DATE****MANAGERIAL OR DEAN APPROVAL**

POSITION TITLE:	ACCOUNT NUMBER:
SALARY PER HOUR: \$11.28/including vacation pay/lieu benefits	TOTAL HOURS PER WEEK:

♦ If for any reason, the student **does not complete** the full period of employment, I will notify the Financial Aid & Awards Office.**MANAGERIAL SIGNATURE****DATE****FINANCIAL AID & AWARDS OFFICE APPROVAL**

<input type="checkbox"/> IWSP	ACADEMIC YEAR: 11/12	WORK-STUDY PERIOD: Sept 6, 2011 – April 20, 2012	GROSS EARNINGS NOT TO EXCEED:
<input type="checkbox"/> OWSP	ACADEMIC YEAR: 11/12	WORK-STUDY PERIOD: Sept 6, 2011 – April 20, 2012	GROSS EARNINGS NOT TO EXCEED: \$2000

SIGNATURE**DATE****PLEASE COMPLETE THE OTHER SIDE OF THIS APPLICATION FORM**

FINANCIAL INFORMATION

FINANCIAL ASSISTANCE CATEGORY:

- I APPLIED AND QUALIFIED FOR GOVERNMENT FINANCIAL ASSISTANCE (OSAP) THROUGH ONTARIO FOR THE 2011/12 YEAR.
- I APPLIED AND QUALIFIED FOR GOVERNMENT FINANCIAL ASSISTANCE THROUGH ANOTHER PROVINCE/COUNTRY FOR THE 2011/12 YEAR.
- I APPLIED BUT DID NOT QUALIFY ANY GOVERNMENT FINANCIAL ASSISTANCE THROUGH ONTARIO (OSAP) OR ANOTHER PROVINCE OR COUNTRY.
- I HAVE NOT APPLIED FOR ANY GOVERNMENT FINANCIAL ASSISTANCE THROUGH ONTARIO (OSAP) OR ANOTHER PROVINCE OR COUNTRY.

REASON I HAVE NOT APPLIED:

PERSONAL MONETARY ASSETS: LIST ALL YOUR MONETARY-BASED ASSETS, INDICATING AMOUNT AND TYPE.

- I DO NOT HAVE ANY MONETARY-BASED ASSETS.
- I HAVE MONETARY ASSETS IN THE FORM OF RRSPs, MUTUAL FUNDS, SAVINGS ACCOUNT, TOTAL AMOUNT: \$ _____ GICS, SAVINGS BONDS, OR OTHER INVESTMENTS. **ASSET TYPE:** _____

**TOTAL STUDY PERIOD RESOURCES FOR THE 2011/12 SCHOOL YEAR:
SEPTEMBER 6, 2011 TO APRIL 20, 2012 (USE 8 MONTHS IN YOUR CALCULATIONS - SEE NOTE 1)**

Accumulated savings at the start of the study period		\$ _____	
Gifts or other monetary support from family, spouse or friend		\$ _____	
Study period employment income	\$ _____ / month x _____ months =	\$ _____	
Other monthly income	\$ _____ / month x _____ months =	\$ _____	Source: _____
Government income	\$ _____ / month x _____ months =	\$ _____	Source: _____
Government financial assistance (Through OSAP or another province or country)	Canada / Ontario Student Loan	\$ _____	(Look this information up on-line or on the printed Notice of Assessment which was mailed to you)
	Canada / Ontario Access Grant	\$ _____	
	Other Provincial Funding	\$ _____	
	Canada Millennium Bursary	\$ _____	
	Queen Elizabeth II Scholarship	\$ _____	
Private bank loan or line of credit		\$ _____	Source: _____
Internal or External Scholarships, Bursaries or Awards		\$ _____	Source: _____
TOTAL 2011/12 RESOURCES:		\$ _____	★

**TOTAL STUDY PERIOD COSTS FOR THE 2011/12 SCHOOL YEAR:
SEPTEMBER 6, 2011 TO APRIL 20, 2012 (USE 8 MONTHS IN YOUR CALCULATIONS - SEE NOTE 1)**

Tuition and compulsory fees		\$ _____
Art supplies, books, materials		\$ _____
Total exceptional expenses (See Note 2)		\$ _____
Clothing allowance		\$ _____
Medical & dental costs not covered by insurance		\$ _____
Rent / Room & Board	\$ _____ / month x _____ months =	\$ _____
Phone (includes cell & pager)	\$ _____ / month x _____ months =	\$ _____
Cable & Internet services	\$ _____ / month x _____ months =	\$ _____
Hydro / Utilities	\$ _____ / month x _____ months =	\$ _____
Travel (local transit)	\$ _____ / month x _____ months =	\$ _____
Food	\$ _____ / month x _____ months =	\$ _____
Laundry	\$ _____ / month x _____ months =	\$ _____
Personal Toiletries / Sundry	\$ _____ / month x _____ months =	\$ _____
Credit card (minimum payment)	\$ _____ / month x _____ months =	\$ _____
Entertainment / Eating out	\$ _____ / month x _____ months =	\$ _____
Other (specify)	\$ _____ / month x _____ months =	\$ _____
	\$ _____ / month x _____ months =	\$ _____
TOTAL 2011/12 COSTS		\$ _____

2011/12 FEES

Refer to the **2011/12 Tuition and Fees** information on-line for a complete schedule.

NOTES

1. IF YOU ARE ONLY ATTENDING FOR ONE TERM, USE 4 MONTHS.
2. EXCEPTIONAL EXPENSES ARE UNEXPECTED OR EMERGENCY EXPENSES ABOVE AND BEYOND NORMAL LIVING OR EDUCATIONAL COSTS. ON A SEPARATE SHEET PLEASE PROVIDE ADDITIONAL INFORMATION. FOR EACH EXPENSE INDICATE THE AMOUNT OF THE EXPENSE AND PROVIDE DETAILS. BE SPECIFIC.

FINANCIAL NEED DURING THE 2011/12 SCHOOL YEAR. IF YOUR COSTS ARE GREATER THAN YOUR RESOURCES YOU HAVE DEMONSTRATED FINANCIAL NEED. NOTE: IF YOUR RESOURCES ARE GREATER THAN YOUR COSTS, YOU DO NOT DEMONSTRATE NEED.

TOTAL 2011/12 COSTS	minus	TOTAL 2011/12 RESOURCES	equals	TOTAL FINANCIAL NEED
\$ _____	-	\$ _____	=	\$ _____

IF YOU FEEL THAT THERE IS OTHER INFORMATION WE SHOULD TAKE INTO ACCOUNT IN REVIEWING YOUR APPLICATION, PLEASE FEEL FREE TO WRITE A LETTER AND ATTACH IT TO THIS APPLICATION (OR USE THE SPACE BELOW). YOU MAY ALSO PROVIDE ANY SUPPORTING DOCUMENTATION THAT YOU FEEL WOULD BE HELPFUL.