

Ontario College of Art & Design

Tuition Refund Request

Date	<input type="text"/>
Student Name	<input type="text"/>
Student Number	<input type="text"/>
Telephone	<input type="text"/>
E-mail Contact	<input type="text"/>

Method of tuition payment

<input type="checkbox"/> Cash/Cheque	<input type="checkbox"/> Pick-up refund cheque at cashier
<input type="checkbox"/> Debit	<input type="checkbox"/> Mail refund cheque to current address
<input type="checkbox"/> Bank	Address if different: _____

Refunds will be processed within two to three weeks of request. All refunds will be issued by cheque.

For more details please refer to the Tuition & Fees section of the student calendar at www.ocad.ca

Please note: All tuition fee refunds are subject to the approval of the Financial Aid & Awards Office. In cases where students have current overpayments on their OSAP file (where they have received more money than they were entitled to due to any type of change), tuition fee refunds may be remitted to the National Student Loan Service Centre (NSLSC) to pay down the OSAP overpayment rather than being issued to the student directly. Students will receive copies of any documentation sent to the NSLSC. In some cases, students who have received scholarships or bursaries through any of the OCAD-administered programs (internal and external programs, including the Queen Elizabeth II Aiming for the Top Scholarship program), may have part or all of the bursary or scholarship recovered through the tuition fee refund and the tuition fee refund payable to the student may be reduced.

Contact the Financial Aid & Awards Office for more information: 416-977-6000 ext: 231, 257 or 391

Please note that all unclaimed tuition refund requests for pick-up will be mailed out after 3 weeks to the "current" address listed on your student record.

Student Signature: _____

The information provided above is true and does not contain any false or misleading facts.