

**Please check one:**

- You have special circumstances and wish to appeal the amount of bursary that you were awarded  
 You were unable to apply using the on-line bursary application

Bursaries are awarded on the basis of proven financial need. To demonstrate financial need, students must be in receipt of OSAP, or the government financial aid program of their home province. Out of province students must attach a copy of the notice of assessment from their province's student assistance program. Students who do not receive OSAP because they receive alternate funding, such as native band funding, may also use this form.

**NAME:** \_\_\_\_\_ **STUDENT #:** \_\_\_\_\_ **S.I.N.:** \_\_\_\_\_

**LOCAL ADDRESS:** \_\_\_\_\_  
(while attending Trent) Street City Postal Code

**HOME ADDRESS:** \_\_\_\_\_  
 Street City Postal Code

**LOCAL TELEPHONE #:** \_\_\_\_\_ **Trent Email** \_\_\_\_\_ **COLLEGE:** \_\_\_\_\_

**PROGRAM** \_\_\_\_\_ **YEAR:** \_\_\_\_\_ **MAJOR:** \_\_\_\_\_ **Average last year** \_\_\_\_\_

**Current Study term:** Fall & Winter: # of credits \_\_\_\_\_ Winter only: # of credits \_\_\_\_\_  
 Spring only: # of credits \_\_\_\_\_ Study Abroad (indicate dates): \_\_\_\_\_

Are you an Ontario resident? Yes  No  If no, province \_\_\_\_\_ (Attach proof of your provincial aid)

If Ontario, indicate your home county (Peterborough, Northumberland, etc) \_\_\_\_\_ High School \_\_\_\_\_

Marital Status: Single  Married  - Please indicate if spouse is: employed  unemployed  student

Number of children (if applicable) \_\_\_\_\_

**PROCEDURES:**

1. Attach a letter explaining your special circumstances and grounds for appeal. For example if you had additional expenses, you must explain the reason for the expense AND attach your receipts. Please note that standard living costs have been used in the determination of bursary amounts. Extra rent expense, car repairs or insurance can NOT be considered for bursary appeals. Examples of appeals include, but are not limited to:
  - a. You incurred additional travel expense because of a family emergency, or your had uninsured medical or dental expenses (only reasonable costs for required treatment will be considered). Receipts, and insurance statements showing the uninsured amounts, must be attached to this form.
  - b. If your OSAP account is under appeal, please indicate in your letter and we will review your eligibility.
2. Complete the budget on the second page of this form.
3. Out of province students must attach a copy of their provincial notice of assessment.

**Incomplete appeals, and appeals without appropriate documentation, will not be processed.**

Decisions will be made within 4 weeks of the appeal deadline. You will be notified of the appeal decision by Trent email. All awards will be credited directly to your student account. If your fees are paid and you have a credit balance, you may contact the Financial Aid office and request a refund cheque.

**Submit your completed appeal application to the Financial Aid Office no later than:**

**November 18, 2011 for the fall session or March 15, 2012 for the winter session.**

**June 15, 2012 for first summer session; July 15 for second summer session.**

Please direct any questions to the Financial Aid Office at 748-1524, or e-mail [financialaid@trentu.ca](mailto:financialaid@trentu.ca)

FINANCIAL AID USE ONLY: Approved \$ \_\_\_\_\_ Bursary: \_\_\_\_\_ Account # \_\_\_\_\_

## BUDGET - ACADEMIC YEAR

For the period \_\_\_\_\_ to \_\_\_\_\_  
 (All expenses and resources should reflect your current study period. For example, 8 months for a fall & winter term; 9 months for BEd)

I am living: At home \_\_\_\_\_ Away from home \_\_\_\_\_

### EXPENSES

Tuition/ & Ancillary Fees \_\_\_\_\_  
 (Check the fee calculator)  
 Books \_\_\_\_\_  
 Rent or Residence fees (for entire term) \_\_\_\_\_  
 Utilities \_\_\_\_\_  
 Telephone (install plus monthly) \_\_\_\_\_  
 Groceries \_\_\_\_\_  
 Personal/household \_\_\_\_\_  
 Bus (return travel home) \_\_\_\_\_  
 Local transportation (gas only) \_\_\_\_\_  
 Clothing \_\_\_\_\_  
 Uninsured Medical/Dental(attach receipts) \_\_\_\_\_  
 Child Care \_\_\_\_\_  
 Laundry \_\_\_\_\_  
 Entertainment & Miscellaneous \_\_\_\_\_  
 Other – specify and attach receipts \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### RESOURCES

Summer/work term savings \_\_\_\_\_  
 (Before fees or September rent were paid)  
 Previous Savings \_\_\_\_\_  
 Part time earnings \_\_\_\_\_  
 (During study term example: Sept –April)  
 Government Income \_\_\_\_\_  
 (Orphan/PPP/EI)  
 Native Funding \_\_\_\_\_  
 Parental Contribution/ RESP \_\_\_\_\_  
 Spousal Contribution \_\_\_\_\_  
 (spouse's net income – 8 months)  
 Total OSAP \_\_\_\_\_  
 (include all OSAP loans & grants)  
 Other provincial Student Aid \_\_\_\_\_  
 (attach your assessment notice)  
 Aiming for Top scholarship \_\_\_\_\_  
 Other scholarships/ awards \_\_\_\_\_  
 Other income – specify \_\_\_\_\_  
 \_\_\_\_\_

**TOTAL EXPENSES**                    \$        =====

**TOTAL RESOURCES**                \$        =====

*The Financial Aid Office at Trent University allows the disclosure or exchange of information to donors or sponsors and internal departments as required regarding the awarding of scholarships, bursaries and awards. Information including student name, program and year of study may be released. The information on this form is collected under the authority of the Trent University Act, 1963 and is needed to collect your personal and financial information. The information will be used to determine your eligibility for bursaries. If you have any questions about the collection, use or disclosure of this information by the University, please contact University Registrar, Office of the Registrar, Blackburn Hall, 705-748-1215.*

### **How much bursary assistance to expect:**

Bursaries are meant to supplement Government student aid funding, and resources provided by students, their parents and spouses. Bursaries are intended to cover a student's deficit in current educational expenses; they are not meant to address prior expenses or fully fund a student's entire deficit.

### **Allowable Expenses:**

Allowable expenses include all direct educational costs, including tuition, books, and living expenses. The Financial Aid office maintains a list of reasonable living and education costs, based on costs allowed by OSAP. Transportation costs could include bus or train costs, or costs for gasoline. Expenses related to vehicle purchases, leases, insurance or maintenance will NOT be considered for bursaries.

### **Student Resources**

Students must declare all resources, including taxable and non-taxable income, when applying for a bursary. This includes, but is not limited to, money received from parents, scholarships, awards, and employment earnings. All student resources and parental contributions will be compared against the student's current OSAP application or the assessment notice from the financial aid of another province.

*I hereby declare that the information I have submitted in this application is true and correct to the best of my knowledge and may be subject to verification.*

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_