Financial Aid Office
Blackburn Hall

OSAP Academic Probation

Last Name: _____ First Name: _____

Trent ID #: _____ Trent Email: _____

Phone #: _____

An academic probation letter is required by student who do not meet the minimum OSAP academic progress requirements. It has been determined that you do not meet those requirements for one of the following reasons:

- You did not pass at least 60% of your school's full-time course load (3 credits)
  - OSAP Approved disability students (2 credits)
- You withdrew from your program of study before its completion
- You have dropped courses to below full time status

Your academic probation letter must include the following information:

1. Please explain, in detail, why you were not successful academically in the past (attach supporting documentation to your letter if required).
   Note: If you cite medical circumstances you must provide doctors' notes etc. to go with your explanation
   IMPORTANT*:* if you were placed on academic probation by another academic institution, you must provide a copy of your transcript from that school.

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2. What steps/strategies are you going to put into place for the upcoming academic year/semester to ensure academic success?

3. A description of your academic/career goals and your expected graduation date

Please submit this form to Trent University's Financial Aid Office for Review. Drop off, upload to OSAP portal or mail this form to: Trent University Financial Aid Office, 1600 West Bank Drive, Peterborough, ON, K9L 0G2.

REQUIRED:

Student Signature: _____ **Date:** _____

Phone: 705-748-1524 email: financialaid@trentu.ca