



Financial Aid Office
Blackburn Hall

OSAP Review: Academic Restrictions

Last Name: _____	First Name: _____
Trent ID #: _____	Trent Email: _____
Phone #: _____	Current Address: _____ _____ _____

What is an OSAP Academic Restriction?

OSAP expects a student to successfully complete at least 60% of a full course load for each and every semester they receive OSAP funding. Students with Permanent Disabilities (registered with SAS) must pass 40% of a full course load.

This means you must have passing grades in the following course load:

Double Semester (Fall & Winter): 3.0 credits OR 2.0 credits for student with a permanent disability

Summer: 1.5 credits OR 1.0 credits for students with a permanent disability

Important Note: If you drop or withdraw from a course, it WILL NOT count as a successful credit.

For students who are not successful

1st Occurrence: OSAP Academic Probation

- You may apply to OSAP normally
- You will receive a notice from the Ministry indicating you are on probation
- You will be required to submit a letter
- The probation will remain on your OSAP for one year and will be in effect at other institutions

2nd Occurrence: OSAP Academic Restriction

- You will be restriction from OSAP for a minimum of 1 year
- You will receive a notice from the Ministry indicating you are on restriction
- The restriction will remain on your OSAP record and will be in effect at other institutions
- You must appeal to have the restriction removed

What about previous OSAP loans while a student is on restriction?

- Students must start repayment once they have been out of full time studies for 6 months
- If you cannot afford your loan payments, you may be eligible for Repayment Assistance through NSLSC
- Students who return to full time studies without OSAP funding may submit a Continuation of Interest Free Status Form to keep loans interest free.



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Removing an OSAP Academic Restriction Before the Restriction Period Ends

There are times when factors beyond your control have a negative impact on your studies.

Factors such as a serious medical issue, disability, or family emergency (such as a death in the family) during the study period can impede progress. Your appeals must clearly demonstrate that factors beyond your control led to the lack of academic progress.

Send a letter of appeal to the financial aid office. Supporting documentation, such as letters from doctors, hospital records or death certificates must be attached.

Appeals without proper documentation will not be accepted.

Removing an OSAP Academic Restriction After the Restriction Period Ends

Once you have served your restriction period, you may appeal to remove the restriction from your OSAP account.

To have an appeal considered, you must show a strong commitment to your studies, be in good standing in your program of study and keep any previous student loans in good standing.

To request an appeal of your OSAP Academic Restriction, please provide the following:

1. **A signed letter from you** stating your academic goals.
 - Please describe how you have self-funded two terms of study (if applicable).
2. **Proof that you have made a serious commitment to your studies.**
 - This may be a transcript (from other institutions); OR
 - Print out your Trent University grade report for any courses you have recently completed; OR
 - A letter from an Academic Advisor outlining your academic plan
3. **Proof that any outstanding student loans** are in good standing.
 - Call NSLSC at 1-888-815-4514 and request a letter of good standing be faxed to Trent at 1-705-748-1629

Please note: Appeals may take 4-6 weeks to process. You may apply for OSAP while you are waiting for the appeal result. If the appeal is accepted, your OSAP account will be updated.

Submit your OSAP Application Before the Appeal Deadline

Submit this form and all documentation to the Financial Aid Office, Blackburn Hall. If you have questions, please call our office. *Incomplete appeals, or those received after the deadline, cannot be processed.*

Office Use Only

Decision: _____

Date: _____

Initials: _____