

## Step by Step guide to applying for and receiving OSAP funding:

1. Apply online at <http://osap.gov.on.ca>. Applications for the next academic year are available early to mid May. The deadline to apply to ensure funding is available for the beginning of the semester is June 15<sup>th</sup> for fall semester and November 1<sup>st</sup> for winter semester.
2. After completing and submitting your application, complete and mail your signature pages and any supporting documentation to the Financial Aid Office, Barrie campus.
3. Check your status: use the OSAP website to check your OSAP status
4. At the beginning of August, if you are a Barrie student, use our Financial Aid Office online appointment schedule to book your OSAP pick up appointment, all other campuses please contact your campus for pick up information. Please ensure that your appointment is after your registration date (registered as a full-time student and you have picked your timetable – see important dates under admissions for further information). You will require the following to pick up your loan documents:
  - Social Insurance Card
  - Government Issued Picture I.D. (Driver's License, BYID Card, Passport, Picture Health Card, etc)
  - Void Cheque (or complete and accurate banking information – account number, bank transit number and bank address)
  - You must provide proof or knowledge of your income for the 16 weeks prior to your study period start date.
5. Take your loans to a National Student Loan Service Centre Representative. During the first few weeks of school, there will be a NSLSC Representative on campus to assist you, after this time, you must take your loan to a designated Canada Post outlet, please visit [http://www.canlearn.ca/eng/onlinetools/canadapost/postal\\_outlet.shtml](http://www.canlearn.ca/eng/onlinetools/canadapost/postal_outlet.shtml) for locations.

**PLEASE NOTE – Your loans cannot be issued without all of the above information**