

OSAP EXTENSION CHANGE FORM – SUMMER 2019 (May 6, 2019 – August 23, 2019 16 Weeks) Page 1/2

Notice of collection of Personal Information

The personal information on this form is collected in accordance with the Act respecting Access to documents held by public bodies and the Protection of personal information (R.S.Q., chapter A-2.1 Quebec) and with Concordia University's Policy Concerning the Protection of Personal Information (SG-9). For more information, please visit the Office of the Secretariat online at: <https://www.concordia.ca/about/administration-governance/secretariat.html>

Section 1 STUDENT IDENTIFICATION

Last Name		First Name	Student ID
<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Graduate	Faculty	Academic Year

Section 2 REASON FOR CHANGE

1. Change in GROSS SUMMER earnings (please complete ALL month of Income including any updated information):

Amount	Source of Income	Amount	Source of Income
May \$		June \$	
July \$		August \$	

2. Change in SUMMER COURSES Undergraduate, Graduate Certificate or Diploma (You must indicate all courses for which currently enrolled. Please ensure that you have registered and/or have dropped these courses before handing in this form. Please do not include Wait-listed courses).

Added Courses (Indicate the course number i.e. RELI 308)	Dropped Courses (Indicate the course number i.e. RELI 308)

Office Only: Total Course Load Percentage: _____ **Program Cost Code:** _____ **Year of** _____

Change in SUMMER STATUS Graduate MA/PhD (You must indicate changes to your status for the Summer Study Period)

☐ Full-time Status ☐ CIP ☐ Part-time Status ☐ Leave of Absence ☐ Completed Studies

Office Only: Student Summer Status/Percentage: _____ **Program Cost Code:** _____ **Year of** _____

3. Change in CIRCUMSTANCES

Details of Change: _____

Section 4 Declaration and Signature

I have given complete and true information on this form and I understand that failure to do so may prevent my getting assistance in the future. I will not receive financial assistance from any other province or country while receiving OSAP assistance. I will notify the Financial Aid & Award Office in writing if my academic, financial, or study-period status changes.

Date: _____ Student Signature: _____

Forwarded to OSAP with attached PIF:

Signature of the School Official: _____ Official's Name: _____ Date: _____

| _____ | | _____ | | _____ |

OSAP EXTENSION FORM – SUMMER 2019 (May 6, 2019 – August 23, 2019 16 Weeks) Page 2/2

You must notify Student Financial Aid, immediately in writing, of any changes to your Status.

Changes to your application can be mailed, or dropped off to The Financial Aid & Awards Office, 1550 de Maisonneuve Blvd, W., Guy-Concordia Building GM 230.00.

Please ensure a timely application, as release of funding may be impacted by government deadlines.

PLEASE NOTE - False or misleading statements on your application may result in suspension of funding and prosecution. All applications are subject to audit.

Applications may take up to 6 weeks to be processed by OSAP

Minimum Academic Requirements

Eligibility Criteria

To be eligible for the Full-time Funding a student must be enrolled at an approved institution for the period of studying question and in a program recognized for the purposes of student aid. Students must also be:

- **Summer Undergraduate students:** must be registered minimum course load of 9 –12 credits or 75 - 100% for the **summer semester**. Students with recognized disabilities must be registered for 6+ credits or 50% + course for the **summer semester**.
- **Summer Graduate Diploma:** must be registered for 9+ credits or 100% course load per semester
- **Summer Master's and PhD:** considered to be full or part-time according to their Status regardless of the actual amount of credits for which they register.
- ***Visiting Exchange Students are considered to be full-time students.***
- ***Students who do not fall in the situations as describe above, are considered to be part-time students***

Independent Graduate, Visiting Students and students who have been place on student aide restriction are INELIGIBLE for Student Aid or Interest-free status.

Courses taken at another institution: Please submit the Inter-University Transfer Form, CREPUQ agreement and approval, as well as confirmation of enrolment from the other institution. Grades must be transferred to your Concordia Transcript in order for course to be recognized.

Adding courses: If you add courses to your timetable, you are entitled to one re-assessment only. Please inform our office of any changes.

Program switches/dropped courses: You're required to satisfactorily complete the academic requirements of your program to remain eligible for financial assistance. Multiple program switches, dropping from a full-time to a part-time course load and withdrawing from courses constitute as Unsatisfactory Academic Progress and affects your eligibility for future financial aid.

Please apply on time as the release of funding may be impacted by government established deadlines.

PLEASE NOTE - False or misleading statements on your application may result in suspension of funding and prosecution. All applications are subject to audit.