



This form must be completed if you are applying for an award that requires demonstration of financial need. Note, need based awards that are categorized as "OSOTF" (Ontario Student Opportunity Trust Fund) are restricted to individuals who meet all of the OSOTF program's criteria at the time of application (see Guide on page 3).

<b>Last Name:</b>	<b>First Name:</b>
<b>Student Number:</b>	<b>Graduate Unit:</b>

Enter your expected resource and expense amounts for the total number of months you will be registered in the academic year 2016-17 (typically the months between September and August). The "Monthly Allowable Amounts" (A) provided are based on provincially determined (OSAP) allowable claims, for which rent, utilities, food, household supplies, cell & internet, transportation costs, etc. are accounted. Supporting documentation must be provided for items with check marks as indicated on the left.

Number of months for which you expect to be registered in the academic year 2016-17		A	B	C
EXPECTED EXPENSES		Monthly Allowable Amount	# Months Registered (8 or 12)	Total (A x B = C)
Rent & Living				
Single – living at parental home		\$484		\$
Single – living away from home		\$1154		\$
Partnered – no dependent children (aged 16 or under)		\$2153		\$
Partnered – one child aged 16 or under (list add'l children below)		\$2751		\$
Shared custody – one child aged 16 or under (list add'l children below)		\$1754		\$
Sole support parent & one child one child aged 16 or under (list add'l children below)		\$2053		\$
Number of additional dependent(s) (aged 16 or under): _____	List age(s) of dependent(s) (e.g. 1, 3, 5): _____	\$598 x _____ (# of additional children)		\$
Child care (per child) _____	Number of dependent children in child care: _____	\$400 x _____ (# of children)		\$
<input checked="" type="checkbox"/>	Debt servicing (50% of required minimum monthly payments on loans & credit card debt up to a max. of \$250/month)			\$
<input checked="" type="checkbox"/>	Medical & Dental Costs (not covered by OHIP, UTGSU or UHIP health plans)			\$
Tuition, incidental, system access & ancillary fees (enter total only)				\$
Books & Academic Supplies (Enter total only)				\$
Other (specify below – do not include living expenses):				
<input checked="" type="checkbox"/>	i)			\$
<input checked="" type="checkbox"/>	ii)			\$
<b>Total of All Expected Expenses</b>		\$		

<b>EXPECTED RESOURCES</b> (must be for the same timeframe as the Expected Expenses section)	<b>Total</b>
Student Loan (check one): <input type="checkbox"/> OSAP <input type="checkbox"/> Out-of-province <input type="checkbox"/> U.S. loan <input type="checkbox"/> Other: _____ (Notice of Assessment/Preliminary Assessment must be attached)	\$
UTAPS (provide amount from current academic year as an estimate)	\$
Total amount of graduate funding package (e.g. tuition + \$15,000) - Include Fellowships, RAship, TAship.	\$
Awards (e.g. federal provincial, departmental awards)	\$
Other employment income (before tax deduction)	\$
Funds received from family member(s)	\$
50% of partner's income before tax deduction (i.e. gross income ÷ 2)	\$
Child support or government assistance/benefits	\$
Other support / assistance / resources	\$
Available student line of credit / bank loan	\$
Accessible savings / RESP (amount withdrawn for the year only)	\$
Other (specify below):	
i)	\$
ii)	\$
iii)	\$
<b>Total of All Expected Resources</b>	\$
<b>TOTAL NEED (All Resources – All Expenses)</b>	\$

**Applicant's Declaration and Authorization**

<b>OSOTF Residency Requirement:</b> To be eligible, one of the following statements must be true. Check the statement that applies.	
<input type="checkbox"/>	Student always resided in Ontario or resided in Ontario for 12 consecutive months before becoming a post-secondary student.
<input type="checkbox"/>	Student's partner has resided in Ontario for at least 12 consecutive months immediately before the last day of the month in which classes began for the student's most recent period of full-time post-secondary studies and, during this time, the student's partner was not enrolled in full-time postsecondary studies.
<input type="checkbox"/>	Student's parent(s), step-parent(s), legal guardian(s), or official sponsor(s) has resided in Ontario for at least 12 consecutive months immediately before the last day of the month in which classes began for the student's most recent period of full-time post-secondary studies.

I hereby certify that the foregoing information is, a true, complete and accurate statement of my financial status. I understand I may be required to supply additional documentation if this application is successful and if I am requested to do so. This application and all supporting documents will be retained in the SGS records. I authorize SGS to contact the sources of my supplementary documentation to verify the information. If any information I have provided is found to be intentionally falsified, I understand I may become permanently ineligible to apply for or receive any future SGS awards. By submitting this application, I acknowledge that I may automatically be considered for other available awards for which I may be eligible.

Signature of Applicant:	Date:
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The Financial Need Assessment Form must be completed when submitting an application for an award that is fully or partly based on demonstration of financial need.

If the award is characterized as "OSOTF" (Ontario Student Opportunity Trust Fund), it is restricted to individuals who meet all of the following criteria at the time of application (in addition to award-specific criteria):

- Canadian citizen, Permanent Resident of Canada or Protected Person;
- Resident of Ontario\*; and
- Demonstrates financial need.

\* In order to be considered a resident of Ontario (as per the OSOTF program's guidelines), one of the following statements must be true:

- 1) Student has always resided in Ontario or Ontario is the last province that the student has resided in Ontario for 12 consecutive months without being a full-time post-secondary student;
- 2) Student who is married can be considered an Ontario resident if the student's partner has resided in Ontario for at least 12 consecutive months immediately before the last day of the month in which classes began for the student's most recent period of full-time post-secondary studies and, during this time, the student's partner was not enrolled in full-time postsecondary studies; or
- 3) A single dependent student can be considered an Ontario resident if the student's parent(s), step-parent(s), legal guardian(s), or official sponsor(s) has resided in Ontario for at least 12 consecutive months immediately before the last day of the month in which classes began for the student's most recent period of full-time post-secondary studies.

## Expected Expenses

The Financial Need Assessment Form serves to calculate your expected resources and expenses for the academic year (typically the months between September and August). The amounts in Column C will need to be calculated based on the number of months (8 or 12) for which you will be registered in the academic year.

Financial need is normally demonstrated when a negative balance appears in the "TOTAL NEED" field on page 2 of the form (e.g., "Total Expected Expenses" is higher than "Total Expected Resources"). Showing a positive balance in the "TOTAL NEED" field will normally not be considered a demonstration of financial need, unless extenuating circumstances are also reported (additional page for explanation may be submitted).

### Rent & Living

Choose which living situation applies to you and fill in the appropriate information.

Example #1: A single student who will be registered for 8 months, does not have children and is living in his/her parent's home should:

- Choose "Single – living at parental home"
- Enter 8 months in Column B
- Calculate the amount for Column C ( $\$484 \times 8 = \$3,872$ )

Example #2: A student who will be registered for 12 months, has a partner and 2 children under the age of 16 should:

- Choose "Partnered – one child aged 16 or under"
- Enter 12 months in Column B
- Calculate the amount for Column C ( $\$2,751 \times 12 = \$33,012$ )
- Enter "1" under "Number of **additional** dependents" to account for the **second** child
- Enter "1" in Column A " $\$598 \times \underline{\quad}$ "
- Enter 12 months in Column B
- Calculate the amount for Column C ( $\$598 \times 1 = \$598$ ,  $\$598 \times 12 = \$7,176$ )

### Debt Servicing

Supporting documentation must be submitted. If you will be paying monthly payments on loans/credit card while you are a student:

- Calculate 50% of your minimum monthly payments

- Enter the total amount into Column A (up to a max. of \$250/month)
- Enter 8 months or 12 months in Column B
- Calculate the amount for Column C ("A" x "B" = "C")

### **Medical/Dental**

Annual fees for the University of Toronto Graduate Students Union (UTGSU) Health Plan or the University Health Insurance Plan (UHIP) are automatically included within students' annual tuition fees.

In this field, include Medical & Dental Costs that are not covered by OHIP's, UTGSU's or UHIP's health plans. Supporting documentation must be submitted.

### **Tuition & Other Fees**

As tuition for the upcoming year will not be posted until July, enter your fees for the current academic year as an estimate. The total cost of tuition and other fees for most full-time domestic graduate students in the academic year 2014-2015 was \$8,425.96.

Review the Tuition Fees Schedules at [www.provost.utoronto.ca/link/students.htm](http://www.provost.utoronto.ca/link/students.htm) for detailed information.

### **Books & Academic Supplies**

Include the total cost of books, photocopying, supplies, equipment, thesis binding, etc for the upcoming year. Provide reasonable academic related expenses.

### **Food, Household Supplies, Clothing, Transportation, Cell & Internet**

These costs are already calculated and included within the "Monthly Allowable Amounts" in Column A.

The "Monthly Allowable Amounts" are based on provincially determined (OSAP) allowable claims.

### **Expected Resources**

#### **Student Loan**

If you are planning to apply for government student loans (e.g., Ontario Student Assistance Program) for the upcoming academic year and received the loan for the current academic year, enter the current year's amount as your estimate for the upcoming year and provide a copy of your current year's Notice of Assessment with your application.

If you did not receive government student loans this year and are planning to apply for the upcoming academic year, enter the amount from the online OSAP Aid Estimator and submit a print-out or equivalent with your application.

#### **UTAPS**

Students who receive OSAP are automatically considered for additional financial support from the University of Toronto Advance Planning for Students (UTAPS) program.

If you received UTAPS for the current academic year, enter this amount as your estimate for the upcoming year.

Out-of-province students who are eligible for need based funding from another Canadian province/territory and students who are eligible for funding from a First Nations band may apply directly for UTAPS by submitting the online application.

#### **Graduate funding package**

Students in doctoral-stream programs must declare the total amount of the minimum funding commitment they expect to receive in the upcoming academic year (based on the amount received in the current academic year), unless s/he will be beyond the program's funding commitment in the upcoming academic year.

#### **Awards**

Include awards/scholarships/fellowships, etc., that have been offered to you and that you have accepted to receive in the upcoming academic year (U of T Fellowships should only be included in the "Total amount of graduate funding package" field, as they are part of your program's funding commitment).

#### **Other employment income**

Include employment income that is outside of your funding commitment (e.g. work-study, off-campus employment, paid internships).

#### **Funds received from family members**

Enter funds received as gifts or (long-term) loans from family members.

#### **Partner's Income**

Enter 50% of your partner's income, before tax deduction. To calculate, determine your partner's total annual income amount before taxes are deducted, and divide the amount by 2.

#### **Child support or government assistance/benefits**

A look-up table on basic child support payments can be found through the Ministry of the Attorney General's website.

Income assistance services can be found through the Government of Canada's website. Various Ontario benefits also fit in this category.

**Available student line-of-credit / bank loan**

Only include the amount currently available to you through your student line-of-credit or bank loan.

**Accessible savings**

Only include the total amount of savings you currently have access to (i.e.: money that you could withdraw today, that is not locked into an investment). Include any RESP funds that you expect to withdraw to fund your education for the upcoming year.