

# Undergraduate Grant Application

## Instructions

**University of Toronto grants are intended to assist students with unmet need with respect to their educational expenses.**

It is expected that prior to applying for this grant, students will have explored all sources of funding such as family support, savings, summer and study period income, OSAP or other government assistance programs, daycare subsidies, and bank lines of credit as appropriate. University of Toronto grants are not intended to fund non-educational expenses or to repay your debts.

It is essential that you complete all four pages of this application. Insufficient information and / or documentation will affect the consideration of your application for a grant.

**Please Note:** If you are completing the on-line pdf version of this form, you can enter the information directly into the fields. Complete and print the form, or print neatly in ink if you are completing the form by hand, read and sign the declaration, and submit it to your college or faculty. **It is recommended that you submit your application by November 1.**

## PLEASE COMPLETE IN FULL

### Personal Information

Marital Status <input type="radio"/> Single <input type="radio"/> Other <input type="radio"/> Married		Status in Canada <input type="radio"/> Canadian Citizen <input type="radio"/> Student Authorization <input type="radio"/> Permanent Resident <input type="radio"/> Other	
Number of dependent children living with you		Ages of dependent children living with you	
Last Name/Surname		First Name/Given Name	
Faculty/College	Student Number	Year of Study	Credits in current academic year
Expected Date of Graduation (mm/yyyy)	Program/Area of Study		

**Sessional Address** Expiry date at this address: \_\_\_\_\_ (dd/mm/yyyy)

Street Name and Number		Apt #
City	Province	Telephone
Country	Postal Code	
E-mail Address:		

**Home Address** same as above ☐ or:

Street Name and Number		Apt #
City	Province	Telephone
Country	Postal Code	

**Government Assistance** (OSAP, Canada Student Loan, or other government assistance)

Have you applied for assistance for the current academic year? ☐ Yes ☐ No

Have you appealed your OSAP/ government award? ☐ Yes ☐ No

**Family Information** **Gross annual income**

Number of Dependents in family \_\_\_\_\_ Number attending University/College \_\_\_\_\_

If there are special circumstances that limit the support provided by your family, please provide details in your "Personal Statement".

**Motor Vehicle**

Do you own or lease a motor vehicle? ☐ Yes ☐ No

If yes, please indicate model and year and explain its necessity in your "Personal Statement". \_\_\_\_\_

**Employment / Other Income**  
**Summer**

Gross Summer Earnings \_\_\_\_\_

If you were not employed, or were unable to save a reasonable portion of your earnings, please provide details in your "Personal Statement".

School Year	Amount	Source	
		U of T	Other
Scholarship, Fellowship, etc	_____	<input type="checkbox"/>	<input type="checkbox"/>
Grant, Bursary	_____	<input type="checkbox"/>	<input type="checkbox"/>
Teaching / Research Assistantship	_____	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total</b>	_____		

Are you working part-time during the current academic year? ☐ Yes ☐ No

If not, have you investigated the possibility of part-time employment with the Work-Study Program? ☐ Yes ☐ No

If no, please explain in your "Personal Statement".

**Budget Outline**

Please provide the following budget for the eight month period from **September to April** of the current academic year:

Married students should indicate their total family income (after tax and other compulsory deductions) and total family expenses.

Estimated Expenses	
Expense Type	Amount \$
Tuition	
Books	
University Residence	
Rent _____ Per Month	
Utilities _____ Per Month	
Groceries _____ Per Month	
Transportation	
Toiletries / personal care	
Childcare	
Telephone / internet	
Other (specify) _____	
Other (specify) _____	
Total Expenses	

Financial Resources/Income	
Income Source	Amount \$
Bank Balance at the beginning of the academic year prior to paying tuition and residence fees	
Net Income from part-time work / Work-Study	
Spouse's Income (net)	
OSAP or other government student aid	
Child tax credit / GST rebate / orphan's benefits	
Parental support / RESP/ support payments	
Grants / Scholarships / Fellowships / TA / RA	
Assets which can be liquidated	
Other income not declared above (specify) _____	
Total Income	

Based on the information provided above your calculated financial need is:

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=

Total Income

Total Expenses

Total Need

If Total Income > Total Expenses, Total Need = 0

**Personal Statement** - Provide details to questions from page two of your application in the space provided here. You may also attach a letter.

Students who rely on funding programs such as OSAP, UTAPS or other sources of financial aid must budget realistically in order to meet their educational costs. A financial plan provides an opportunity to evaluate progress and make sound decisions. Please explain how you planned to finance your studies at the beginning of this school year, what happened to change or affect your budget and why you now require assistance.

Students who have unusual or high expenses should explain in detail why these expenses are necessary and how they planned to cover the costs. Please provide documentation to confirm these expenses.

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## Declaration

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I am requesting University grant assistance in the amount of \_\_\_\_\_

**I hereby certify that the information provided on this application is, to the best of my knowledge, true and complete, and I authorize the release of the information contained herein to the appropriate Grant Selection Committee.**

Some grants are funded by private donors who wish to receive limited information about the recipient(s). This could be general, biographical and/or academic in nature.

Do you agree to the release of such information? ☐ Yes ☐ No

(Students who indicate "no" will be considered for grants from other sources).

The Government of Ontario is providing special assistance to students who are the first in their families to attend university or college. Do you want to be considered for such assistance? ☐ Yes ☐ No  
If "yes" complete page four of this application.

The University of Toronto respects your privacy. The information on this form is collected pursuant to section 2(14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admission, registration, academic programs, university-related student activities, activities of student societies, financial assistance and awards, graduation and university advancement, and for the purpose of statistical reporting to government agencies. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to [www.utoronto.ca/privacy](http://www.utoronto.ca/privacy) or contact the University's Freedom of Information and Protection of Privacy Office at 416 946-5835, Room 201, McMurich Bldg., 12 Queen's Park Crescent, Toronto, ON, M5S 1A1

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Signature

Date (dd/mm/yyyy)

**Retain a copy of this application for your records.**

## Ontario First Generation Bursary

In order to be considered for this bursary you must be a Canadian citizen, permanent resident or protected person and considered to be a resident of Ontario, as defined by OSAP, and be the first generation in your family to attend post secondary study.

Residency is defined by:

- student has always resided in Ontario or
- Ontario is the last province that the student has resided in for 12 consecutive months without being a full-time post-secondary student
- student who is considered married for OSAP purposes can be considered an Ontario resident if the student's partner has resided in Ontario for at least 12 consecutive months immediately before 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 post secondary studies
- 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 month in which classes began for the student's most recent period of full-time post secondary studies.

Please provide a brief statement that describes your experience being part of the first generation in your family to participate in postsecondary studies, the challenges you have encountered, and the reason for your request for bursary assistance.

I hereby state that I am an Ontario resident and the first generation in my family to participate in postsecondary studies and declare that my parents did not attend postsecondary studies, full time or part time, in or outside Canada, at any time or in any program.

Signature

Social Insurance Number

Date (dd/mm/yyyy)

### Notice of Collection of Personal Information

The Ministry of Training, Colleges and Universities (the Ministry) has provided the University with funding to administer the First Generation Bursary. As a condition of this funding, we are required to make reports to the Ministry of your contact information, the amount of the Bursary you receive and the date it was awarded, your study period and information related to your eligibility for the Bursary. This personal information will be used by the Ministry to administer and finance the Bursary. It will also be used to establish the minimum amount of student aid the University is required to provide under the Student Access Guarantee (the Guarantee) and to administer and finance the Guarantee. If you apply for OSAP, this personal information will be used to update your OSAP application or award, including your declared income. Administration includes: public reporting on the administration and financing of the Bursary and Guarantee; monitoring and auditing the University or its authorized agents to ensure that we are administering the Bursary appropriately; conducting risk management, error management, audit and quality assessment activities; and conducting policy analysis, evaluation and research related to all aspects of student assistance. Financing includes: planning, arranging or providing funding of the Bursary and the Guarantee.

The Ministry administers the Bursary and the Guarantee under the authority of s. the Ministry of Training, Colleges and Universities Act, R.S.O. 1990, cM.19, as amended. If you have any questions about the collection or use of this information, contact the Director, Student Support Branch, Ministry of Training, Colleges and Universities, P.O. Box 4500, 189 Red River Road, 4<sup>th</sup> floor, Thunder Bay, ON P7B 6G9.

### College or Faculty use only

Decision ☐ Yes ☐ No

Name of grant to be awarded:

Value

1. \_\_\_\_\_ \$ \_\_\_\_\_

2. \_\_\_\_\_ \$ \_\_\_\_\_

3. \_\_\_\_\_ \$ \_\_\_\_\_

Comments:

Signature

Date