

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 expense and resource amounts for the total number of months you will be registered in the academic year (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.

EXPECTED EXPENSES for the academic year (MM/YYYY to )		A	B	C
Complete either section 1 or section 2 depending on your living arrangements - DO NOT COMPLETE BOTH. Sections 3 & 4 must be completed by all applicants.		Monthly Allowable Amount	# Months Registered	Total (A x B = C)
<b>1) LIVING EXPENSES</b> (no housing costs, e.g. residing in a family home)				
Single/separated/divorced		\$550	x 1 - 8	\$
Partnered		\$1252	x 1 - 8	\$
Number of dependent(s) aged 0-12: _____	List age(s) of dependent(s) (e.g. 1, 3, 5): _____	\$320 x ____ (# of children)	x 1 - 8	\$
Number of dependent(s) ages 12-18: _____	List age(s) of dependent(s) (e.g. 16, 17): _____	\$427 x ____ (# of children)	x 1 - 8	\$
<b>2) LIVING EXPENSES</b> (with housing costs e.g. rent, mortgage)				
Single/separated/divorced		\$1446	x 1 - 8	\$
Partnered		\$2449	x 1 - 8	\$
Number of dependent(s) aged 0-12: _____	List age(s) of dependent(s) (e.g. 1, 3, 5): _____	\$577 x ____ (# of children)	x 1 - 8	\$
Number of dependent(s) ages 12-18: _____	List age(s) of dependent(s) (e.g. 16, 17): _____	\$684 x ____ (# of children)	x 1 - 8	\$
<b>3) ADDITIONAL EXPENSES</b> <input checked="" type="checkbox"/> documentation is required for each value provided in this section				
<input checked="" type="checkbox"/>	Day care (maximum \$470 per child x number of children)	\$_____ (max \$470) x ____ (# of children)	x 1 - 8	\$
<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 ( <b>not</b> 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 (sections 1-3)</b>				\$

4) EXPECTED RESOURCES (must be for the same timeframe as the Expected Expenses section)		Total
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)		\$
Available student line of credit / financial institution loan		\$
UTAPS (provide amount from current academic year as an estimate)		\$
Total amount of graduate funding package (i.e. base amount + tuition) which includes Fellowships, RAship, TAship.	Enter base funding amount (e.g. \$17,500)	\$
	Enter tuition funding amount	\$
Awards (e.g. Tri-Agency (NSERC, SSHRC, CIHR) OGS, Other government awards, departmental awards that's in addition to your funding package if you are receiving one)		\$
Other employment income (after tax deduction)		\$
Funds received from family member(s)		\$
50% of partner's income (after tax deduction, i.e. net income ÷ 2) This amount must be provided if partnered expenses are claimed in the expenses section		\$
Child support or government assistance/benefits		\$
Other support / assistance / resources		\$
Savings / accessible investments/ RESP (amount withdrawn for the year only)		\$
Other (specify below):		
i)		\$
ii)		\$
<b>Total of All Expected Resources</b> (Section 4)		\$
<b>TOTAL AVAILABLE RESOURCES</b> (Financial need is demonstrated by a negative sum in this field)		\$

<b>OSOTF Requirements:</b> To be eligible for OSOTF awards, you must: i) be a Canadian Citizen/Permanent Resident of Canada/Protected Person, ii) demonstrate financial need, <b>and</b> iii) have one of the following residency statements apply to you. Check the statement that applies.	
<input type="checkbox"/>	I was born and raised and/or have always resided in Ontario.
<input type="checkbox"/>	I resided in Ontario for 12 consecutive months before becoming a post-secondary student.
<input type="checkbox"/>	My partner/spouse has resided in Ontario for at least 12 consecutive months immediately before the last day of the month in which classes began for my most recent period of full-time post-secondary studies (i.e. current academic year) and, during this time, my partner was not enrolled in full-time postsecondary studies.
<input type="checkbox"/>	I qualify as a dependent and my 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 my most recent period of full-time post-secondary studies (i.e. current academic year).
<input type="checkbox"/>	I live in Ontario now AND have lived in Canada for fewer than 12 months in a row.

**Applicant's Declaration and Authorization:** 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.

Reminder: Need based awards that are categorized as “OSOTF” are only open to eligible applicants who:

- Demonstrate financial need;
- Are Canadian citizens, Permanent Residents of Canada or Protected Persons at the time of the application; and
- Are residents of Ontario at the time of the application, defined as one of the following criteria:
  - You have always lived in Ontario;
  - Ontario is the last province you lived in for 12 months in a row without being a full-time postsecondary student;
  - You live in Ontario now AND have lived in Canada for less than 12 months in a row

**If you are married/common-law, you can be considered an Ontario resident if:**

- your spouse has always lived in Ontario; or
- your spouse has lived in Ontario for the last 12 months in a row without being a full-time postsecondary student; or
- **All** of these statements are true:
  - you now reside in Ontario;
  - you’ve lived in Canada for less than 12 months in a row; and
  - your spouse has lived in Canada for less than 12 months in a row.

**If you qualify as a dependent student, you’re considered an Ontario resident if:**

- Ontario is the last province in which your parent(s) have lived in for at least 12 months in a row; or
- **All** of these statements are true:
  - you now reside in Ontario;
  - you’ve lived in Canada for less than 12 months in a row; and
  - your parent(s) have lived in Canada for less than 12 months in a row.

*The above requirements are the guidelines established by OSAP to determine Ontario residency for OSAP*

## Expected Expenses

The Financial Need Assessment section serves to calculate your expected resources and expenses for the upcoming academic year. 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 upcoming academic year.

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

### Living Expenses

Choose which living situation applies to you (no housing costs or with housing costs) and fill in the appropriate information.

Example #1: A single student who will be registered for 12 months, does not have children and is living in his/her parent’s home should:

- Choose “Single/Separated/Divorced” under the category “Living Expenses (no housing costs)”
- Calculate the amount for Column C ( $\$550 \times 12 = \$6,600$ )

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

- Choose “Partnered” under the category “Living Expenses (with housing costs)”
- Calculate the amount for Column C ( $\$2,449 \times 12 = \$29,388$ )
- Enter “2” under “Number of dependents aged 0-12” to account for the **two** children
- Enter “2” in Column A “ $\$577 \times \underline{\quad}$ ”
- Calculate the amount for Column C ( $\$577 \times 2 = \$1,154$ ,  $\$1,154 \times 12 = \$13,848$ )

### 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 2018-2019 is \$8,489.52

Review the Tuition Fees Schedules at <http://www.fees.utoronto.ca> 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.

## Debt Servicing

If you will be paying monthly payments on loans/credit card while you are a student (mortgage payments are typically ineligible as an expense):

- 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")

Supporting documentation must be submitted.

## 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.

## 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.

## Other

Include other necessary expenses you expect to incur (e.g. flying home to see parents, additional fees for GO Train commute). Supporting documentation (e.g. receipts from current year) must be provided for each item or the amount(s) will be automatically removed from consideration.

## 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

If you received UTAPS for the current academic year, enter this amount as your estimate for the upcoming year. If you did not receive UTAPS this year and are planning to apply for the upcoming academic year, enter the amount from the online [UTAPS Online Estimator](#) and submit a print-out or equivalent with your application.

Students who receive [OSAP](#) are automatically considered for additional financial support from the [University of Toronto Advance Planning for Students \(UTAPS\)](#) program. Out-of-province students who are receiving funding from another Canadian province/territory and students who are receiving 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 (that is in addition to the funding package you receive, if any. 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**

If you chose a "Partnered" category under "Expected Expenses", enter 50% of your partner's net income (after tax deduction). To calculate, determine your partner's total annual income amount after 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.

**Contact us**

If you have questions about this application please contact your graduate unit directly.

**This form is created by:**

Financial Aid and Advising

Graduate Awards Office

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