

SGS Memorandum

To: Graduate Chairs/Directors; Graduate Coordinators; and Graduate Administrators
From: Alice Brummell, Coordinator, Student Support and Financial Aid, Graduate Awards Office
CC: Joshua Barker, Dean, Graduate Studies and Vice-Provost, Graduate Research and Education; Luc De Nil, Vice-Dean, Students; Laura Stathopoulos, Director, Graduate Awards and Financial Aid.
Date: March 12th, 2018
Re: **2018-19 SGS Financial Need Assessment Form - OSOTF Awards**

Dear Graduate Community,

This Memo is to announce and distribute the [2018-19 SGS Financial Need Assessment Form - OSOTF](#), which faculties and graduate units are welcome to provide to their students and use when assessing graduate awards that have a need-based component. It also serves to confirm the Ontario Residency requirements for students applying for OSOTF awards. Please note that all successful OSOTF award recipients must demonstrate financial need, be a Canadian Citizen or Permanent Resident of Canada/Protected Person, and meet the Ontario Residency requirements noted in the information below.

What is an OSOTF award?

Ontario Student Opportunity Trust Funds (OSOTF) is a category of awards that have been developed through a matching program with the Ontario government. The province, university and donor each contribute 1/3 of the award.

What are the OSOTF eligibility requirements?

These awards are restricted to individuals who meet all of the following criteria at the time of application:

1. Canadian citizen, Permanent Resident of Canada or Protected Person;
2. Resident of Ontario*; and
3. Demonstrates financial need**.

*What are the requirements to be considered a [resident of Ontario](#)?

- you need to have always lived in Ontario; or
- Ontario is the last province you lived in for 12 months in a row without being a full-time postsecondary student; or
- 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 will 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 [Ontario Student Assistance Program \(OSAP\)](#) to determine Ontario.

****How is financial need demonstrated?**

The [SGS Financial Need Assessment Form - OSOTF](#) serves to confirm the residency requirement (student must attest to this) and demonstrate financial need by calculating the student's expected resources and expenses for the upcoming academic year (typically the study period months between September and August).

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 large positive balance in the "TOTAL NEED" field is not typically considered a demonstration of financial need; unless extenuating circumstances are also reported, (additional page for explanation may be submitted).

How and when should this form be used?

Students are required to complete an [SGS Financial Need Assessment Form - OSOTF](#) and submit it along with their award application (for awards classified as OSOTF) to the appropriate receiving office. Please note that awards requiring a demonstration of financial need, but that are not classified as OSOTF, do not require the same Ontario residency or Canadian citizenship/permanent resident requirements; however, we encourage you to use the same assessment form to assess financial need.

Please feel free to either contact me or email: sgs.financial.assistance@utoronto.ca if you require further clarification.

With best wishes,

Alice Brummell

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