

To be completed by the Student (See page 3 for Instructions)

Section 1: Student Information.

Last Name:	First Name:
Student Number:	U of T Email Address (all correspondence will be via this U of T address):
Citizenship: <input type="checkbox"/> Canadian/Permanent/Resident/Protected Person <input type="checkbox"/> Student Visa	

Section 2: Academic Information

Degree Name (e.g., PhD, MSc):	Program Name (e.g., Creative Writing):
Graduate Unit/Department (e.g., English): (Non-degree, Visiting, Diploma Students or those registered in Toronto School of Theology programs should inquire with their home unit or faculty regarding accessibility funding)	
Program Start Date (MM/YYYY):	Please list any sessions you were on leave or not registered during your program (e.g., Fall 2015, Winter 2016, Summer 2016):

Section 3: Funding Sources and Graduate Unit Support

All potential sources of support must be explored before requesting an Accessibility Grant. Domestic students with known disabilities are expected to have already applied for OSAP, BSWD and U of T Alternate Grant. International students are expected to have arrived in Canada with sufficient financial resources to cover all expenses. Additionally, students are expected to have consulted with their supervisor(s)/graduate units to discuss possible accommodations and funding before applying for this grant.

Check Yes or No		I have:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Discussed possible accommodations with supervisor(s)/graduate unit.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Applied for student loans such as OSAP, out-of-province student loan, or U.S. loan etc. If yes: A copy of the student loan Notice of Assessment (NOA) or equivalent is in the student's file at Accessibility Services. <ul style="list-style-type: none"> Please ensure a copy of the NOA is on file before submitting the application.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Explored coverage through your student health insurance plan, such as Green Shield, UHIP, etc. as students are required to apply to their health insurance plan before submitting an application. The amount covered by the Health Insurance Plan is \$ _____
Choose one of the following		BSWD eligibility:
<input type="radio"/>		I have not applied to BSWD (Please apply for BSWD before submitting this application).

Program Description

The accessibility grant program aims to assist with accommodations necessary to meet the unexpected needs arising from the particular demands of the graduate program.

The Grant supports significant educational expenses not normally covered by the student, the graduate unit, provincial or federal agencies. We recognize that each student's situation is unique and funding will be assessed on a case- by- case basis.

Eligibility

Students must:

- Be registered as a full-time or part-time graduate student;
- Be registered with U of T Accessibility Services;
- Have relatively short term needs that are required to complete the program, and that arise from the specific nature of the program. It is not intended for everyday assistance and general financial need;
- Have exhausted all other potential sources of support before requesting an Accessibility Grant;
- Have consulted with their supervisors/graduate units to discuss possible accommodations.

Please note:

- Students with known disabilities are expected to plan for their own long term expenses; the grant is intended only to help provide for needs that could not reasonably be anticipated.
- Domestic students with known disabilities need to apply to OSAP, BSWD and UofT Alternate Grant; international students need to come prepared with resources to cover the additional expenses.

The following are examples of expenses arising from academic need that may be covered by the Accessibility Grant. This list is not exhaustive:

- Tutors / Readers / Note takers
- Technical aids / Equipment
- Computers Hardware / Software / Specialized Needs accessories: (e.g., scanners)

Notification of Results

Once the completed application (and all necessary supporting documentation) has been received by the Graduate Awards Office, SGS will review the application and provide the Accessibility Counsellor with the results of the application, if possible, within three weeks.

Grant Payment

Students requesting payment by direct deposit must ensure that they have this set up on ROSI/ACORN (www.rosi.utoronto.ca).

Note: Accessibility Grant applications will be processed on an on-going, continual basis throughout each academic session.

Contacts

Please forward completed applications to the Accessibility Services Office:

455 Spadina Avenue, 4th Floor, Suite 400
Toronto, Ontario
M5S 2G8

accessibility.services@utoronto.ca

Telephone: 416-978-8060

Fax: 416-978-5729

Freedom of Information and Protection of Privacy Act: www.rosi.utoronto.ca/fippa.php

To be completed by the Graduate Supervisor and/or Coordinator and/or Chair

This form is a required component of the Accessibility Grant Application to be completed by the Graduate Supervisor and/or Coordinator and/or Chair as recommended by the Accessibility Counsellor.

In answering the questions below, please note that the underlying nature for the accommodation does not have to be disclosed by the student.

The student _____ has requested to receive the accommodation(s) below:

Please indicate what support will be provided by the Supervisor and/or Graduate Unit for the necessary accommodation(s), if any:

Please describe:

- 1) How this accommodation(s) is critical to the student's progress and ABILITY TO COMPLETE the graduate program; and
- 2) Why it was unanticipated (e.g. an unknown requirement prior to commencing the program). Please answer with respect to the program requirements only. An Accessibility Counsellor will be describing the well-being aspect of the accommodation(s).

Name of Graduate Supervisor and/or Coordinator and/or Chair

Signature

Date

Title

Email

Telephone Number

To be completed by an Accessibility Counsellor

This checklist is to be completed and must be attached to all SGS Accessibility Grant Applications.

Please use a separate checklist for each accommodation item being requested (e.g. services, assistive equipment, technology)

If any of the questions are answered "NO" in the sections below, the item is typically not covered under this grant.

Please do consult with the SGS Financial Counsellor for clarification.

Section 1: Request for Accommodation

Identify accommodation requested: _____
E.g. tutors / readers / note takers / technical aid / equipment / hardware / software / scanner

Choose one of the following	The grant is intended to cover costs necessary for student to complete the program. What is the impact of having or not having the requested accommodation?
<input type="radio"/>	The accommodation is necessary for the student to complete the program.
<input type="radio"/>	The accommodation would be highly assistive but not necessary to complete the program.

The **total** cost related to this accommodation is \$ _____

What amount is to be covered through the Accessibility Grant \$ _____

If this is a cost shared expense, specify the contributor(s) and amount(s) \$ _____

Check Yes or No	Supporting documents such as receipts, medical note, health insurance claim assessment, BSWD assessment, and services quotes:
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have been received from the student and are on file at Accessibility Services.
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are expected and will be received from the student shortly.

Section 2: Nature of the Accommodation

Students with known disabilities are expected to plan for their own long term expenses; the grant is intended to help provide for needs that could not reasonably be anticipated.

Check Yes or No	The accommodation is:
<input type="checkbox"/> Yes <input type="checkbox"/> No	A need that could have not been reasonably anticipated by the student.
<input type="checkbox"/> Yes <input type="checkbox"/> No	Prescribed/recommended by a medical/health care professional or Accessibility Counsellor, based on a formal assessment. The prescription/recommendation is in the student's file at Accessibility Services.
<input type="checkbox"/> Yes <input type="checkbox"/> No	A significant educational expense typically not covered by the student, the graduate unit, provincial or federal agencies and necessary to meet the particular demands of the graduate program e.g. disability related assistive software (such as ZoomText). Items typically <u>not</u> covered under this category are: <ul style="list-style-type: none"> • Transportation expenses and non-accessible equipment (e.g. chairs, desktop/laptop/tablet computers and associated software etc.). These are normally considered to be items anticipated by the student prior to commencing their studies.
Choose one of the following	The accommodation is:
<input type="radio"/>	A one-time-only accommodation for medication/treatment/equipment/assistive technologies purchase.
<input type="radio"/>	Short term accommodation for medication/service, from _____(mm/yyyy) to _____(mm/yyyy).
<input type="radio"/>	Long term accommodation that is prescribed <u>after</u> the current graduate program began and no accommodations of a similar nature have been prescribed prior to the start of the program.

