

RE: 2014-2015 BURSARY APPLICATION CHECKLIST

Prior to submitting your completed application, you are asked to review this checklist to ensure that your application is submitted in full. **If an application is received and is missing the required information, the application will be declined.**

- OSAP for 2014-2015** - Students **must** apply to OSAP (or its equivalent in other province) to be considered for bursary. Two documents regarding OSAP are required. Go to **osap.gov.on.ca**, and print the **VIEW APPLICATION DETAILS (6-12 pages)**. All fields **MUST be expanded**. Print the **FUNDING SUMMARY (1-2 pages)**. If you were refused OSAP in the past, you still need to apply for the 2014-15 to show ineligibility. If OSAP estimate shows "O" print the two documents as mentioned plus the "**Status Summary**" showing "nil" entitlement. If your school is not OSAP eligible, you still need to apply for OSAP for 2014-15 and provide a letter from school stating ineligibility.
- Sections C or D - current living members of a Legion Branch/ Ladies' Auxiliary only**
If your parent/grandparent is a Branch or Ladies' Auxiliary member, complete Section "C" or "D", and have their current membership verified by the President, Secretary or Membership Chairman. **Only these officers are allowed to sign the verification section of the application.**
- Section B - Ex-Servicemen or currently serving members of The Canadian Forces (Regular, Reserve or Merchant Navy); Commonwealth War veterans - children & grandchildren.** Provide a copy of the discharge certificate or record of service for the veteran. Commonwealth War veteran's documents must show war years (WWII or Korea). Further proof to establish relationship to the veteran is required. Provide one of the following: (i) the veteran's Obituary Notice (if deceased); (ii) your parent's baptismal/marriage certificate or (iii) birth announcement of the student.
- Section E must be endorsed & stamped/sealed by school.** We do not accept "Letter of Acceptance". A letter from school confirming Fall & Winter enrollment can also be provided.
- Additional Information** Complete Sections 9 & 10. As the bursary is based on the **financial need of student**, please state reasons why you believe you are a good candidate (i.e., single family income, retired parents, etc.) to assist us in making a fair decision towards your request.

EMAILED/SCANNED/ FAXED APPLICATIONS ARE NOT ACCEPTED.

If you did not apply for OSAP for 2014-2015 your application is automatically rejected. You may apply again for this bursary in the upcoming 2015-16 academic year.

Others: _____

APPLICATIONS MUST BE RECEIVED IN OUR OFFICE NO LATER THAN THE LAST FRIDAY OF MARCH 2015.