

OSAP Review: Academic Restrictions

Last Name: _____ First Name: _____

Loyalist ID: _____ Loyalist Email: _____

What is an OSAP Academic Restriction?

OSAP expects a student to successfully complete at least 60% of a full course load for each academic year they receive OSAP funding. Students with Permanent Disabilities (registered with Student Success) must pass 40% of a full course load.

Important Note: If you withdraw from a program, it **WILL** count as an **UNSUCCESSFUL** academic year.

For students who are not successful:

First Occurrence: OSAP Academic Probation

- You may apply to OSAP normally
- You will receive a notice from the Ministry indicating you are on probation
- You will be required to submit the academic probation Ministry form found on your OSAP portal under required documents
- The probation will remain on your OSAP for one year and will be in effect at other institutions

Second Occurrence: OSAP Academic Restriction

- You will be restriction from OSAP for a minimum of 1 year
- You will receive a notice from the Ministry indicating you are on restriction
- The restriction will remain on your OSAP record and will be in effect at other institutions
- You must appeal to have the restriction removed

What about previous OSAP loans while a student is on restriction?

- Students must start repayment once they have been out of full-time studies for 6 months
- If you cannot afford your loan payments, you may be eligible for Repayment Assistance through NSLSC
- Students who return to full time studies without OSAP funding may submit a Continuation of Interest Free Status Form to keep loans interest free.

Removing an OSAP Academic Restriction Before the Restriction Period Ends

There are times when factors beyond your control have a negative impact on your studies. Factors such as a serious medical issue, disability, or family emergency (such as a death in the family) during the study period can impede progress. Your appeals must clearly demonstrate that factors beyond your control led to the lack of academic progress. Send a letter of appeal to the financial aid office. Supporting documentation, such as letters from doctors, hospital records or death certificates must be attached. Appeals without proper documentation will not be accepted.

Removing an OSAP Academic Restriction After the Restriction Period Ends

Once you have served your restriction period, you may appeal to remove the restriction from your OSAP account. To have an appeal considered, you must show a strong commitment to your studies, be in good standing in your program of study and keep any previous student loans in good standing.

To request an appeal of your OSAP Academic Restriction, please provide the following:

- A signed letter from you stating your academic goals.
- Why the academic probation;
- How you are going to be successful going forward; OR
- A letter from an Academic Advisor outlining your academic plan.

Please note: You may apply for OSAP while you are waiting for the appeal result. If the appeal is accepted, your OSAP account will be updated.

Please submit this form and all supporting documentation to Loyalist College Financial Aid Office for Review. Drop off, upload to the OSAP portal or mail the documentation to:

Loyalist College Financial Aid Office
376 Wallbridge-Loyalist Road Box 4200
Belleville, ON
K8N 5B9.

If you have questions, please contact our office at financialaidoffice@loyalstcollege.com or 613-969-1913 ext. 2425 or 2226.