

## OSAP Review: Non-Supporting Step-Parent

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Loyalist ID: \_\_\_\_\_ Loyalist Email: \_\_\_\_\_

OSAP expects dependent students to provide parent and step-parent information on their OSAP application. To remove a step parent from an application the following criteria must be met:

- 1) The step-parent is refusing to support the student.
- 2) The step-parent has never supported the student directly or in-directly since the parental union

**Please select the appeal that applies to you:**

### Parental Union Occurred BEFORE you turned 16 years if age

Submit ALL of the following:

- A signed and dated letter from you detailing your family situation and relationship with your step parent
- A letter from your natural parent providing the date of marriage or common-law union, a description of any prenuptial arrangements regarding the support of the children, and an explanation of how the natural parent has supported the student since the union
- A letter from the step-parent explaining the reason(s) why he or she will not support the student
- Evidence of formal arrangements/prenuptial agreements that show the step-parent is not directly or indirectly contribution to the student's expenses
- The reasons for refusing to contribute do not constitute an arbitrary refusal to assist the student
- A family budget completed by the natural parent indicating only his or her actual monthly gross and net income, expenses and the amount of support provided to the student

### Parental Union Occurred AFTER you turned 16 years if age

Submit ALL of the following:

- A signed and dated letter from you detailing your family situation and relationship with your step parent
- A letter from your natural parent providing the date of marriage or common-law union, a description of any prenuptial arrangements regarding the support of the children, and an explanation of how the natural parent has supported the student since the union
- A letter from the step-parent explaining the reason(s) why he or she will not support the student
- A copy of the prenuptial agreement/marriage contract, if one exists

***Please Note:*** Arbitrary parental refusals are not acceptable for this review. Your natural parent must demonstrate an ability to support you and there must be clear reasons why your step parent does not support you.

Submit this form and all documentation to the Financial Aid Office. If you have questions, please email [financialaidoffice@loyalistsitcollege.com](mailto:financialaidoffice@loyalistsitcollege.com) or call 613-969-1913 ext. 2425 or 2226.