

PART-TIME OSAP REGISTRATION/FEE DEFERRAL FORM

Full Name: _____ Student Number: _____

Email: _____ Date of Birth (DD/MM/YY): _____

Instructions:

All sections of this form must be completed in order to be processed. Once completed, please return to Financial Aid and Student Awards by email, fax, mail or in-person.

FEE DEFERRAL

If you have not yet paid and registered for your courses, you must defer your fees in order to be registered. Your fees will automatically be deducted from your OSAP funds once approved.

IMPORTANT:

- Once your part-time OSAP funds are released, deferred payment will be sent directly to the college after you bring your loan certificate to a designated Canada Post office.
- If we only receive partial payment or if an error occurs and the entire loan is sent directly to your bank account, you are responsible for paying your outstanding balance directly to the college before your fee deferral end date.
- If tuition fees are not paid by your fee deferral deadline, your college account will be encumbered.

COURSE REGISTRATION

Program name: _____ Term: Fall Winter Spring

COURSE NO.	SECTION #	COURSE TITLE

STUDENT DECLARATION

I declare that I have read and understood the instructions above and that I am liable for any fees owing by agreeing to defer tuition fees.

Student Signature: _____

Date: _____

FOR OFFICE USE ONLY
Processed by: _____
Date: _____

DISCLAIMER

To formalize compliance with the Freedom of Information and Protection of Privacy Act, Algonquin College requires that you read the statement below. The information gathered through this document is collected under the legal authorization of the Ontario Colleges of Applied Arts and Technology Act, 2002, S.O. 2002, Chapter 8, Schedule F, Section 6. The information is used for educational, administrative and statistical purposes of the College and/or ministries and agencies of the Government of Ontario and the Government of Canada. Administrative purposes may include the disclosure to or on behalf of the Students' Association of Algonquin College for the purposes of the activities of the Association or to establish qualifications for benefits such as drug plan cards, OC Transpo passes, Alumni Association or for the Key Performance Indicators Survey. The College publishes the names of students who graduate and/or achieve academic excellence. For questions related to this policy, please contact the Registrar, 1385 Woodroffe Avenue, Ottawa, ON, K2G 1V8 or (613) 727-4723. Under the Privacy Act, individuals can request access to their own, individual information held on federal banks, including those held by Statistics Canada. Students who do not wish to have their information used may ask Statistics Canada to remove their identification and contact information from the national database. Further information on the use of this information can be obtained from Statistics Canada's website: <http://www.statcan.ca> or by writing to the Post-secondary Section of Statistics Canada, Centre for Education Statistics, 17th Floor, R.H. Coates Building, Tunney's Pasture, Ottawa, K1A 0T6.