

## INFORMATION ABOUT THE INSTITUTION-FUNDED SPECIAL BURSARY PROGRAM

### **What is the Institution-Funded Special Bursary?**

The Institution-Funded Special Bursary Program (ISBP) offers financial assistance to help cover your educational costs.

You may be eligible for a bursary if you are taking postsecondary courses on a part-time basis at a publicly-assisted college or university in Ontario and your family income is below a certain level.

You may also be eligible for a bursary if you are taking postsecondary courses on a full- or part-time basis to upgrade your academic skills.

The amount of bursary you may receive for the academic year will depend on your eligible educational costs (e.g., tuition; books, supplies and transportation).

### **Eligibility**

You may be eligible for a Special Bursary if:

- You are a Canadian citizen, permanent resident, or Protected Person as defined in the Immigration and Refugee Protection Act (Canada);
- Your family income is below the threshold for a given family size;
- You are not receiving grant or loan funding from:
  - The Ontario Student Assistance Program (OSAP);
  - The Canada Student Loans Program (CSLP);
  - Second Career;
  - A student financial assistance program from another province, territory or country.
- You are taking courses at a provincially-assisted college or university in Ontario and are:
  - Enrolled on a part-time basis in a postsecondary program that leads to a degree, diploma, or certificate, or;
  - Taking courses on a full- or a part-time basis to upgrade your academic skills.

Check with the college or university financial aid office to find out which programs are approved.
- Your study period is at least four weeks in length.

You are considered **part-time** if you are enrolled in courses that constitute less than 60% of a full course load. If you are a student who has a permanent disability and are studying at between 40% and 60% of a full course load you can choose to be treated as full- or part-time. If you choose to be considered part-time, you are eligible to apply for a Special Bursary through ISBP.

Here are examples of a part-time course and credit load:

- If 5 courses are considered a full course load, then 2 courses are 40 percent ( $2 \div 5 \times 100 = 40$ ).
- If 30 credits are considered a full course load, then 16 credits are 53 percent ( $16 \div 30 \times 100 = 53$ ).

In some cases, factors other than courses or credits are used to determine course load. Contact your financial aid office if you are unable to determine your course load.

### **Conditions for Special Bursary**

You cannot receive a Special Bursary during the same study period in



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## SECTION 4: EDUCATION HISTORY

**400** What is the highest secondary school grade you have completed? **401** When did you complete this grade? **402** Name of school and province or country in which school is located

Grade	Month	Year	

**403** List all courses or programs you have taken at a postsecondary institution since you left high school. Attach a separate sheet if you need more space.

Name of postsecondary institution	City, province, and country	Full-time	Part-time	Program	From		To		Certificate or degree received
					Month	Year	Month	Year	

## SECTION 5: INFORMATION ABOUT YOUR COURSE OR PROGRAM
