Ministry of Colleges and Universities Student Financial Assistance Branch

# **Purpose**

Use this form if you can't log into the Ontario Student Assistance Program (OSAP) website because you don't know your OSAP Access Number (OAN) and/or your password.

Reminder: There are self-service online features on the OSAP login page if you have forgotten your password and/or your OAN.

### Instructions

Complete and sign Section A. Then take Section B, along with proof of your Social Insurance Number (SIN) and one piece of government-issued photo ID (as outlined below), in person to an authorized third party of cial.

# **Examples of Acceptable Proof of SIN:**

- SIN card
- a Government of Canada document that contains your SIN
- a letter from Service Canada that contains your SIN.

#### **Government-issued Photo ID includes:**

- valid photo ID issued by the Government of Canada (e.g., passport, Permanent Resident card).
- valid photo ID issued by any Canadian provincial or territorial government (e.g., driver's licence).

## Third-Party O f cial Authorized to Complete Section B

- a physician
- a Notary Public
- a senior postsecondary or secondary school of cial (i.e., principal, vice-principal, fnancial aid administrator, registrar, school president or owner)

# **Declaration of Authorized Third-Party O f cial**