

**Student Number**

**Last Name**

**First Name**

**You remain eligible for funding while on OSAP academic probation.** If you were unable to meet OSAP academic progress requirements because of a personal circumstance beyond your control, you may be eligible to appeal your OSAP academic probation.

Acceptable circumstances and required documentation include the following:

**Student Letter is required**

- A letter explaining why you are requesting this appeal and an explanation of the circumstances beyond your control for the term(s) related to your OSAP Academic Probation.

**Additional documentation is required based on your circumstances:**

**Medical Condition**

- Documentation from a physician confirming that your ability to participate in post-secondary studies was restricted for a portion of, or the entire study period. Dates of illness or injury must be included.
- Documentation that shows you are now well enough to continue studies on a full-time basis.

**Disability**

- Please outline in the student letter if the disability was undiagnosed or previously diagnosed prior to the start of the study period related to the OSAP Academic probation.
- If previously undiagnosed you may include medical documentation confirming date of diagnosis.
- If previously diagnosed, your student letter needs to explain what supports and/or accommodations you accessed, and if not, the reason for not seeking/receiving those supports. This can include an outline of the support and strategies you have in place to address your disability-related needs for academic success (e.g. registered with AccessAbility Services, asked for advice from your academic advisor, etc.)

**Family Crisis**

- A letter from a third party confirming the dates of the event and circumstances.
- Additional third-party documentation as applicable, such as insurance documents, police reports, eviction notices, documentation from daycares, schools, travel documents, death certificates, medical records, documentation from a petition.

**Repaid all loans and grants** for the term(s) related to your OSAP academic probation

- Proof that all loans and grants have been repaid from the term(s) related to your OSAP Academic Probation. Provide screenshot of your NSLSC account to confirm payments have been applied to your account.

**Submit all documents through your OSAP application using the upload option.**