

Appeal Process for General Need-Based University of Windsor Assistance:

- University of Windsor In-Course Bursary
 - University of Windsor Work Study Program
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Eligibility for these programs is based on a student's OSAP assessment of need, the actual and/or expected resources of the student, and spouse or parents if appropriate in the context of the OSAP assessment, and documented exceptional circumstances. If a student has been denied funding through the University of Windsor In-Course Bursary or the Work Study Program, a student may appeal by providing a letter of explanation with supporting documentation regarding any additional exceptional or changes in circumstances not previously considered.

Every submission must include the following:

- The context of the appeal (eg. 20XX/20XX Work Study Program) and should specify the student's calculated financial shortfall as well as the additional/changed information that needs to be considered;
- Supporting documentation where appropriate to support the request;
- Student number and full name;
- Must be signed and dated.

Appeal Submission Cover Sheet:

Appeal Process for General Need-Based University of Windsor Assistance

Please forward to:
Director, Student Awards & Financial Aid Office
University of Windsor
401 Sunset Ave. Windsor, ON N9B 3P4

Office Use:

Date Received: _____

Date Reviewed: _____



Approved



Not Approved

LAST NAME:	
FIRST NAME:	
U OF W STUDENT ID:	
APPEAL SUBMISSION CHECKLIST:	<ul style="list-style-type: none">○ A letter from you outlining your special circumstances that you would like to be considered;○ Supporting documentation to support your request if applicable;○ Be sure that your letter(s) are SIGNED, DATED and that your name and student ID# appears on all of your supporting documentation.

Financial Aid Office Notes:

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The University of Windsor is committed to the protection of privacy and confidentiality of all its constituents. The information collected in this process is collected under the authority of the *University of Windsor Act, 1962* and is collected for the purposes of administering the Ontario Student Assistance Program (OSAP) on behalf of the Ministry of Training, Colleges & Universities and any other need-based financial assistance as administered by the University of Windsor. If you have any questions about the collection of information or the uses to which it will be put, please direct your questions to the Director, Student Awards & Financial Aid, 401 Sunset Ave. Windsor, ON N9B 3P4