



**Noah Meltz Program of Financial Assistance for
Part-Time Undergraduate Students**

2017 Summer Application

All applicants must set up direct deposit on their ROSI/ACORN account profiles to receive their funding. Please set up direct deposit NOW to avoid payment issues. Complete all application sections below and provide proof as required.

Section 1: Personal Information

Last name:	First Name:
Faculty/College:	Student number:
Social Insurance Number:	U of T Email Address:
Citizenship Status (check one): <input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Permanent Resident * <input type="checkbox"/> Protected Person * *Refer to Page 3 for required supporting documents	Marital Status (check one): <input type="checkbox"/> Single living with parents <input type="checkbox"/> Single living on own <input type="checkbox"/> Married/Common-law * <input type="checkbox"/> Separated/Divorced/Widowed * <input type="checkbox"/> Sole support parent * *Refer to Page 3 for required supporting documents
Permanent Disability Status (check one): <input type="checkbox"/> Yes * <input type="checkbox"/> No *Refer to Page 3 for required supporting documents	Number of <u>your</u> dependent children living with you*: <input type="checkbox"/> Age 0 – 11 years _____ <input type="checkbox"/> Age 12 years and older _____ *Refer to Page 3 for required supporting documents
Child Care Costs (if applicable): If you require assistance with child care costs incurred during your class time, indicate the hourly and weekly rate you will be charged: \$ _____ per hour and totaling \$ _____ per week. (The rate should reflect only what you will pay from your own income and not include the portion covered by subsidized funding. If your spouse/partner has a minimal income, it is assumed that he/she will be available to provide child care while you are studying.) Refer to Page 3 for required supporting documentation.	

Section 2: Employment and Income Information (January 2017 to December 2017)

Your current employment status: <input type="checkbox"/> Employed full time <input type="checkbox"/> Employed part time <input type="checkbox"/> Self-employed <input type="checkbox"/> Unemployed*	Spouse's current employment status (if applicable): <input type="checkbox"/> Employed full time <input type="checkbox"/> Employed part time <input type="checkbox"/> Self-employed <input type="checkbox"/> Unemployed*
<p>*If you (and/or your spouse, if applicable) are <u>currently unemployed or declare zero income in the next section</u>, please identify how you are paying for your daily living costs. Check all that apply. Attach an explanatory letter if you need more space.</p> <input type="checkbox"/> Ontario Works <input type="checkbox"/> Ontario Disability Support (ODSP) <input type="checkbox"/> Employment Insurance <input type="checkbox"/> Employment and Training Allowance <input type="checkbox"/> Loss of Earnings Benefits (WSIB) <input type="checkbox"/> Other (Explain):	

<p>Your <u>estimated/actual gross income from all sources</u> *:</p> <p>2017 (January to December): \$ _____</p> <p>*Refer to Page 3 for required supporting documents and income exceptions.</p>	<p>Spouse's <u>estimated/actual gross income</u> (if applicable) from all sources *:</p> <p>2017 (January to December): \$ _____</p> <p>*Refer to Page 3 for required supporting documents and income exceptions.</p>																		
<p>Have you previously completed a previous post-secondary certificate , degree or diploma at a school other than the University of Toronto? (Check one)</p> <p><input type="checkbox"/> Yes (if Yes, please complete the chart below. Attach a separate sheet of paper if you need more space)</p> <p><input type="checkbox"/> No</p>																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Name of Post-Secondary Institution</th> <th style="width: 5%;">Full Time</th> <th style="width: 5%;">Part Time</th> <th style="width: 30%;">Name of Academic Program Completed</th> <th style="width: 15%;">From (Month/Year)</th> <th style="width: 10%;">To (Month/Year)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Name of Post-Secondary Institution	Full Time	Part Time	Name of Academic Program Completed	From (Month/Year)	To (Month/Year)												
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Section 4: Consents and Declaration

<p>The University of Toronto respects your privacy. The information on this form is collected pursuant to section 2 (14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admission, registration, academic programs, university-related student activities, activities of student societies, financial assistance and awards, graduation and university advancement, and for the purpose of statistical reporting to government agencies. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to www.utoronto.ca/privacy or contact the University's Freedom of Information and Protection of Privacy Office at 416 946-5385, Room 201, McMurrich Bldg., 12 Queen's Park Crescent, Toronto, ON, M5S 1A1</p>
<ul style="list-style-type: none"> I hereby certify that the information provided on this application is, to the best of my knowledge, true and complete. I understand that I may be required to supply additional documentation if I am requested to do so. I have declared aid from any province (<u>other than Ontario</u>), territory, state or country to be received during my 2017 summer term by providing my Notice of Assessment. I understand that, if I receive funding, it will be deposited directly into the bank account provided by me on my ROSI/ACORN account profile. I understand that if I receive funding and don't complete my course(s) successfully that I may forfeit future funding under the Meltz Program. I further understand that fee refunds produced by course drops will be claimed by the University and used to assist other students eligible for the Meltz grant. I understand that consideration of this application requires disclosure to and the indirect collection of personal information from the Ministry of Advanced Education and Skills Development to verify my OSAP status is in good standing and to determine whether I am in receipt of OSAP for the same study period. If I am also a recipient of the Bursary for Students with Disabilities (BSWD) as a result of my Meltz eligibility, I further understand that disclosure to the Ministry of my personal information (and my spouse's, if applicable) is required.
<p>_____ (Date)</p> <p>(Signature of applicant)</p>
<p>_____ (Date)</p> <p>(Spouse's Signature (if applicable))</p>

This application, including all supporting documentation, must be submitted to Enrolment Services, 172 St. George Street, Toronto, ON, M5R 0A3. Apply no later than May 31, 2017 if your classes start in May; July 31, 2017 if your classes start in July.

Supporting Documentation Requirements

Section 1: Personal Information

Citizenship Status

- **Permanent Resident:** provide a copy of: Both sides of your Permanent Resident card; Record of Landing; Confirmation of Permanent Residence **OR** Verification of Status document.
- **Protected Person:** provide a valid copy of your temporary Social Insurance Number (SIN) card **AND** a valid copy of one of: Verification of Status document **OR** Notice of Decision issued from the Immigration and Refugee Board (IRB), **OR** Protected Persons Status Document (issued prior to January 1, 2013) **OR** Refugee Travel Document. Both the SIN card and other document must not have expired.

Marital Status

- If you are in a **common-law or same sex relationship**, an affidavit* signed by you and your spouse confirming that: you have lived together continuously for at least 3 years **OR** you are in a relationship of some permanence and are the natural or adoptive parents of a child.
- If you are **married**, provide a copy of your marriage certificate or an affidavit* signed by you and your spouse confirming the date of the marriage.
- If you are **separated or divorced**, provide proof of separation (copy of your separation agreement or court order) or divorce (copy of your divorce judgment or court order). You can provide an affidavit* in place of a legal document. The documentation must include: the date of separation, details of any custody arrangements, that your child(ren) will be residing with you full-time during your study period and the birth dates of your children.
- If you are a **sole-support parent, and have never been married OR are widowed**, indicate “Single” as your marital status. You also must provide an affidavit* confirming that any children will be living with you full-time during your program of study and the birth dates of those children.
- If you are **widowed**, a copy of your spouse’s death certificate is also needed.
- If you have **children living with you** full-time during your period of study, you must provide proof of each of your child(ren)’s date of birth (e.g. copy of the child’s birth certificate, statement of live birth).
- If you will have **child care expenses** that you must pay for during your studies, attach a letter indicating your class hours and an estimate of the hourly and weekly child care costs incurred during class time. You must also indicate the name, address and phone number of your child care provider. A married applicant whose partner is unemployed is not eligible for child care expenses.

*If you do not have a legal document or court order, an affidavit can be sworn for a small fee at **Downtown Legal Services**, 655 Spadina Avenue, (416) 934-4535. Call first to make an appointment.

- **Permanent Disability**

Completion of a Confirmation of Permanent Disability form by your campus Accessibility Service office.

Section 2: Employment and Income Information

If you (and your spouse if applicable) have actual 2017 income, provide proof of income:

Copies of pay stubs from: employment (or a letter from employers confirming actual gross weekly or monthly income), Ontario Disability Support Income (ODSP), Ontario Works (OW), Canada Pension Plan Disability Benefits, Loss of Earning Benefits (WSIB) or Employment and Training Allowance.

If you (and your spouse if applicable) are unemployed AND you/both of you declare zero annual income for 2017:

A signed letter explaining how you will meet your living costs (rent, food, transportation) if you have not provided an explanation in Section 2.

Indicate income all sources (world-wide) EXCEPT: OSAP, student aid from other provinces, GST rebates, Canada/Ontario Child Benefits, Ontario Child Benefit Equivalent Savings Program, Rental Opportunity for Ontario Families (ROOF) program, Universal Child Care Benefit, parental income. Also, do not include pain and suffering awards, including WSIB non-economic loss (NEL) awards in amounts less than \$100,000. Any amount over \$100,000 is considered income in the period it was received. If payments are made for different incidents, the payments related to each incident are exempt up to \$100,000.