

Exchange Program Information Sheet

Use this form if you are a student applying for OSAP for the academic year that you will be going to exchange.

Checklist

Submit a Full Time OSAP Application

- Select McMaster University as your host exchange institution.
- Select your program and level according to your enrolment. **Please note:** your study period information will be adjusted to reflect the information provided on the attached form and the required supporting documentation from your host exchange institution.
- Apply early to allow for enough time to process your application prior to your departure.
- All OSAP funding will be deposited into your McMaster Student Account to pay your tuition and student fees. You are responsible for paying any outstanding balance on your account. Any remaining funding after your fees are paid will be deposited to your personal bank account 5-7 business days after your confirmation of enrolment is processed.
- Check your McMaster Student Account and OSAP status regularly.

Complete The Exchange Program Information Form for OSAP Applicants

Upload the form and proof of study period start and end dates from the host exchange institution to this secure [MacDrive Link](#).

- MacDrive information and instructions are available on [our website](#)

Apply for the McMaster General Bursary

- The application process for exchange students is the same as for students studying on campus.
- Apply by clicking on 'Apply for Financial Aid' in your Mosaic Student Center.
- Bursary payments will be credited directly to your McMaster student account by the published payment dates.

Next steps:

- Forms will be processed within 1-3 business days.
- Monitor your OSAP application for updates.



Exchange Program Information Form for OSAP Applicants

OSAP applicants complete this form and attach documentation – IN ENGLISH – from the host exchange institution, verifying your study period start and end dates for each term you are studying abroad.

Student Information

Last Name	First Name
McMaster Student ID Number	

Study Period Information

Exchange Institution		Exchange Location	
TERM	START DATE DAY/MONTH/YEAR	END DATE DAY/MONTH/YEAR	STUDY LOCATION FOR EACH SEMESTER
FALL TERM 2023			<input type="checkbox"/> At McMaster University <input type="checkbox"/> At Exchange Institution
WINTER TERM 2024			<input type="checkbox"/> At McMaster University <input type="checkbox"/> At Exchange Institution

FOR OFFICE USE ONLY

EXCHANGE TERM: Fall/Winter | Winter Only | Fall Only

TERM 1 (BASE FILE)	TERM 2 (RE-INSTATE)
COST CODE	COST CODE
SPS SPE	SPS SPE
TNF CPF BET	TNF CPF BET
% COURSE LOAD T1run	% COURSE LOAD T1run
KAH -	KAH -

Base app adjusted:

Mosaci Updates:

1st C of E processed:

Re-Instate Keyed:

FAO Signature: _____ Date: _____

Financial Information

Please ensure that all income fields are completed with your total gross income already received OR amounts estimated to be received **OR ZERO**...

Note: CRB, CRSB, and WEPP received during your study period MUST BE REPORTED in the table below under "Other Income."

COMPLETE ALL SECTIONS FOR ALL TERMS, IF NOT, IT WILL NOT BE PROCESSED (If zero, enter zero)

INCOME DURING STUDY PERIOD	Sept – Dec 2023	Jan – April 2024	May – Aug 2024
Government Income (Source E.g.: ODSP, Ontario Works, EI, WSIB etc.) *Do not include OSAP amounts	\$ Source:	\$ Source:	\$ Source:
McMaster Scholarship	\$	\$	\$
McMaster Bursary	\$	\$	\$
Ontario Graduate Scholarship (OGS)	\$	\$	\$
McMaster dependent/spouse bursary	\$	\$	\$
Other scholarship/bursary	\$	\$	\$
Employment Gross Income (Including Graduate TA & Residence Life CA Income)	\$	\$	\$
Co-op Work Placement Gross Income (Enter amount to be received during each 4-month work term)	\$	\$	\$
All Other Income (e.g. CRB, CRSB, WEPP, child support, etc.)	\$ Source:	\$ Source:	\$ Source:

Accommodation – Select the option that applies to you	Sept – Dec 2023	Jan – April 2024	May – Aug 2024
	<input type="checkbox"/> Residing with parents <input type="checkbox"/> Not residing with parents	<input type="checkbox"/> Residing with parents <input type="checkbox"/> Not residing with parents	<input type="checkbox"/> Residing with parents <input type="checkbox"/> Not residing with parents

Child Care Costs (if you have dependent children under the age of 12)	Sept – Dec 2023	Jan – April 2024	May – Aug 2024
	\$	\$	\$

DECLARATION & SIGNATURE

I declare that I have read this application in its entirety and have given complete and true information; including all income received or to be received during each of my work and study periods from all sources including government funding assistance. Should any of the information recorded on this form change, I will promptly notify Student Services at McMaster University in writing.

Student Signature: _____

Date: _____