

## Request to Add Letter of Permission Courses to OSAP Assessment

Complete this form if you are enrolled in studies at another educational institution under a letter of permission for courses that will apply to your Brock University degree program.

We will use this information to add the course load and costs to your existing OSAP application here at Brock University.

Note that your letter of permission must be on file with the Registrar's Office, and your registration must appear on your portal before we can release your funding.

### To be completed by student:

Last Name:		First Name:	
Brock ID:		Brock Email:	
SIN #:		Telephone:	

Courses Registered on Letter of Permission	Duration

To complete this form, the following section must be completed by the educational institution where the courses are taken. If you are taking online courses through **Athabasca University**, you may print your registration confirmation, and your fees owing, and submit them with this form.

### To be completed by educational institution:

Name of Institution	
Phone Number	
Fax Number	
Courses Registered	
Study Start Date	
Study End Date	
Tuition Charged	
Mandatory Ancillary Fees	
Book and Supply Costs	
Official Name & Title	
<b>Official Signature</b>	
Date	

Submit completed form to:

Brock University  
**Brock Central - 3rd Floor, Schmon Tower**  
 1812 Sir Isaac Brock Way  
 St. Catharines, Ontario L2S 3A1

Date Received:	Date Processed:
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