



Email Sent November 16, 2016

Dear Students,

Below are some important reminders from the Brescia Financial Aid & Fees Office:

Tuition Fees/Personal Brescia Invoice

-Reminder to all students that your second installment of fees (ie. Your total outstanding balance) is due on **December 01, 2016**. Please continue to check your **Brescia Personal Invoice** [here](#). If you have made any recent changes to your courses, please be aware that we are working diligently to have these changes reflected on your invoice after the Ministry freeze has lifted and the change is reflected on your academic record.

January OSAP Release

-Confirmation of Enrollment for your January disbursement of OSAP will not occur until late December. This is an automatic process. Students should not expect to see OSAP funding in their bank accounts until the start of second term.

-OSAP students relying on their funding to cover their second term fees, need to verify that their January disbursement is enough to cover the remaining balance. If not, you will need to pay the difference by the December 1st deadline. Please be aware that any OSAP funding Brescia directs to your outstanding fees, will not be reflected on your personal invoice until we actually receive the funds – likely late January.

Brescia's Bursary Program

-Students who have submitted a [2016-2017 Financial Assistance Application](#) to be considered for a Brescia Bursary have now received communication from the Financial Aid Office regarding the status of their application. In addition, the bursaries have now been updated and reflected on your Brescia Personal Invoice.

OSAP Income Update Time

-Students are encouraged to log into their OSAP Account and complete the "Income Update" process. This allows OSAP students to update their income online. If you recall, when you applied for OSAP you "*estimated*" your income. Now it is time to update that income so that it reflects what you actually earned or expect to receive for the remainder of the school year. **It is very important to Update Your Income.** Please keep in mind that if you did not make as much as you thought, you may get more OSAP for your January disbursement. It also ensures that you do not end up with an overpayment that you have to repay should you underestimate your income. Remember the government will verify your income with the Canada Revenue Agency.



-All students can update their income online. Simply log in to your 16-17 full-time OSAP application, and you will see an option to “Update Income” that will appear under the “Check Status” button. Review the income amounts currently on the application. Then either indicate “no change” or provide an update if the amounts have changed. It should only take a few moments.

Important Notes:

Work Study students: if you are involved in Brescia’s work study program, you **do** need to update this in the study period income section.

Scholarships/Awards: You will not have the option to update your scholarship/award income. If this information needs to be changed you will need to complete an [OSAP Change Form](#) from the Brescia webpage and submit to the HIVE. It will then be manually updated by the Financial Aid Officer.

Brescia Bursary: Any bursary/award where you received notification from Brescia that they would update this income to the Ministry on your behalf you do not need to report. Otherwise, it is up to the student to report.

For questions, please contact the HIVE at brescia@uwo.ca

Regards,

Rachel