

OUR TOP FIVE START-OF-THE-YEAR QUESTIONS— ANSWERED!

September startup can be one of our busiest times of the year. If you have a question during this time, you're probably not the only one seeking an answer.

We're always here to help. In fact, we've hand-picked our five most commonly asked questions we get at the beginning of each school year.



Q: CAN YOU SIGN AND STAMP A FORM SO I CAN CLAIM MY REGISTERED EDUCATION SAVINGS PLAN FUNDING?

A: The short answer? We don't do this anymore. You can now directly access the letter needed to verify your enrolment.

Once you've fully registered in both semesters, you can print your Verification of Enrolment letter from [MyCampus](#) (you'll find the link on the right-hand side of the **OT undergraduate tab**, within the **helpful links** section under the **student records** heading). The letters are created by semester, so you may need to print one for both terms.

Q: HOW DO I OPT OUT OF HEALTH AND DENTAL INSURANCE?

A: The [student health and dental plan](#) is offered by the Ontario Tech Student Union (OTSU) to full-time, domestic students. It's a once-an-academic-year fee, and it can be opted out of if you have proof of pre-existing coverage.

Since the health and dental plan is provided through the OTSU, you'll need to [follow their protocol when it comes to opting out](#). You can opt-out of the health or dental plan, or both. None of this is possible if you don't opt-out prior to the [deadline for all fees](#), as well as the [deadline to opt-out of the health and dental plan online](#).

Q: WHEN ARE MY FEES DUE?

A: Your fees are paid on a semester-by-semester basis. Fall fees are due **Monday, September 21**. Stay up-to-date by [viewing the important dates and deadlines in our Academic Calendar](#).

You can see what you owe per term by checking your **account summary by term** on [MyCampus](#). You'll find this link on the **OT undergraduate tab**, within the **helpful links** section under the **paying your fees** heading.

Q: WHY CAN'T I ADD OR DROP A COURSE?

A: All good things must come to an end. After a certain amount of time, you've likely missed too much course material and it doesn't make sense to add a new course. Alternatively, if you've committed too much of the semester to a course, you won't be able to drop it and get your money back.

To find the varying dates for adding and dropping courses—and when you can get a full or partial refund—familiarize yourself with our [Academic Calendar](#).

Q: CAN YOU COMPLETE MY DECLARATION OF ATTENDANCE AT SCHOOL OR UNIVERSITY FORM?

A: This year, Service Canada is waiving the requirement to have this form signed and stamped by the university due to COVID-19 and remote work. Instead, Service Canada will accept an [attestation through your online student account](#). Submitting your Verification of Enrolment letter (see question one) should meet the new requirements.

If you'd like us to take a look at the completed form to make sure it's correct before sending it off, you can email a scanned copy to connect@ontariotechu.ca.

If you have any other questions, you can contact us at connect@ontariotechu.ca. Make sure to send the email from your student account, and include your full name and student number.