

Please submit this application form to your academic unit.

**FGSR Office  
Use Only**

**FGSR Funding Application Form**  
**For Graduate Studies Scholarships, Graduate Research Awards**  
**Teaching Fellowships**

**Doctoral** - Date of First Semester \_\_\_\_\_  **Masters** - Date of First Semester \_\_\_\_\_

**Supervisor's Name:** \_\_\_\_\_ **Major/Department/Area** \_\_\_\_\_

**Semester you are applying for**  Fall/Winter  Spring/Summer Year: \_\_\_\_\_

**Check one:** **Canadian Citizen**  **Permanent Resident**  **Temporary Resident (study permit)**

Mr.  Ms  
 Mrs.  Miss Surname: \_\_\_\_\_ First Name & Initial: \_\_\_\_\_

Mailing Address at time of application: (notification of award will be sent here) Phone (Home) \_\_\_\_\_

\_\_\_\_\_ Phone (Work) \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address: \_\_\_\_\_

U of R Student Number \_\_\_\_\_

**Social Insurance Number (SIN) or Temporary Tax Number (TTN):** REQUIRED FOR YOU TO BE PAID – If you have never been paid through the University of Regina, please submit your SIN or TTN to the FGSR Scholarship Office.

- How many semesters have you received funding from the FGSR during your current program? \_\_\_\_\_ (Master's maximum of 5; PhD maximum of 9).
- In which semester did you last receive funding?  Fall  Winter  Spring/Summer Year: \_\_\_\_\_
- Will you be receiving funding from NSERC, SSHRC, or CIHR during the funding period applied for? \_\_\_\_\_
- Will you be holding a University Teaching Fellowship or working as a Sessional? \_\_\_\_\_

If there is any reason why you are unable or unwilling to hold one of the categories please indicate below.

I am **unable** to accept a (GSS, GRA, TF) because \_\_\_\_\_.

Note: Students' personal information is collected on this application for the purposes of administration of this award. By applying for awards, students consent to the use and the disclosure of their personal information as described above.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please refer to the Terms of Reference for Funding from the FGSR for complete details on qualifications, conditions, and the application process. [www.uregina.ca/gradstudies/scholarships](http://www.uregina.ca/gradstudies/scholarships)**

**Documents to be included with this application form** (see Terms of Reference for Details):

- Unofficial Transcripts or a University of Regina advising report by Term. (contact your Academic Unit for the Advising Report)
- If you have never been paid through the University of Regina, please check the Human Resources website (<http://www.uregina.ca/hr/FormsI.html>) and fill out a TD1, TD1 SK and an Authorization for Direct Deposit. If this applies to you, documents **MUST** be included with your application form.
- International Students - Study Permit, VISA or Permanent Resident Cards: a photocopy of current documents **MUST** be included with the application form.

Please note: These Terms of Reference do NOT apply to Graduate Teaching Assistantships – see separate document.

#### **POSITIONS**

For complete details and deadline dates, please refer to the Faculty of Graduate Studies and Research (FGSR) Scholarship pages at [www.uregina.ca/gradstudies/scholarships](http://www.uregina.ca/gradstudies/scholarships) under the heading, FGSR Funding/Special Awards

#### **Graduate Studies Scholarships (GSS)**

- Students are to complete and submit an FGSR Funding Application Form *to their academic unit* by the appropriate deadline.
- The GSS is an award provided to academically exceptional students with minimal first class standing (80%) who wish to work full time on their programs. Spring/Summer award recipients may take up to 2 weeks vacation leave.

#### **Graduate Research Awards (GRA)**

- Students are to complete and submit an FGSR Funding Application Form *to their academic unit* by the appropriate deadline.
- The GRA is an award provided to students of satisfactory academic standing and is for the expressed purpose of allowing students to work full time on aspects directly pertaining to their degree program (course work, thesis research, creative activity). Spring/Summer award recipients may take up to 2 weeks vacation leave.

#### **Graduate Teaching Fellowships (GTF)**

- Students are to complete and submit an FGSR Funding Application Form *to their academic unit* by the appropriate deadline.
- Duties consist of teaching one undergraduate, 3 credit-hour class per semester, under the supervision of a full-time faculty member.

**Graduate Centennial Merit Scholarship** – for exceptional Master's students – Nomination by the Academic Unit

**Dean's Scholarship Program** – for exceptional Doctoral students – Nomination by the Academic Unit

**International Graduate Student Scholarship (IGSS)** – Students are to complete and submit an Application for Titled Scholarships to the FGSR. Only students currently on a study permit are eligible.

**Aboriginal Graduate Award Program** – Students are to submit an Application for Titled Scholarships to the FGSR.

**Entrance/Recruitment Scholarships** – Nomination by the academic unit to the Dean (FGSR)

#### **ELIGIBILITY**

**Qualifications** - Holders of these awards are required to have current status as a **fully-qualified student** in a Master's or Doctoral degree program in the FGSR at the University of Regina.

**In Good Standing** – Students must be achieving satisfactory performance. An incomplete and/or failing grade from a previous semester's work will render the student ineligible for support for a minimum of one semester.

**Post-Program Maintenance** - Students who are, or will be, in post-program maintenance (i.e. have completed all formal credit hour degree requirements in the program and therefore register in GRST 995AA, AB) are **NOT** eligible for scholarships and research awards from the FGSR.

**Registered Full-Time** - Award recipients are required to be registered fulltime in the semester in which the funding is to be received and, accordingly, are required to register in no less than 6 credit hours of course or thesis work pertaining to

their program during the corresponding semester when there are outstanding unfulfilled requirements (i.e. thesis or course credit) in their programs. For students having between 3 and 5 credit hours of unfulfilled requirements remaining, this remainder will define the number of credit hours in which they are obliged to register to qualify for funding.

**Registration Date** – Award recipients are required to be registered by the **10th** day of the first month (January, May, or September) of the term in which the award is to be paid in order to meet payroll deadlines; payment will be withheld until the student is registered.

**Holders of Major Awards** - Students who are holding major awards such as national scholarships, i.e. NSERC, SSHRC or CIHR or equivalent (includes major internal awards) are **NOT** eligible to receive funding for an FGSR Scholarship or Research Award during the tenure of their major award. However, such students *may* be eligible for an Enhancement Award in the first semester of the tenure of their major award, and to receive an FGSR Scholarship in the semester directly following the completion of the major award.

**Employment** - Students holding an FGSR Scholarship or Research Award may hold employment (on or off-campus) to a maximum of 12 hours per week during the tenure of the award. Students holding a University Teaching Fellowship (UTF), or employment as a Sessional Instructor, are not eligible to hold an FGSR Scholarship or Research Award.

**Number of Awards Per Semester** - In a given semester, students are eligible to hold only a **single** FGSR award in the following categories: Scholarship, Research Award, or Enhancement.

Limit of Scholarships and Research Awards Per Program: Master's – five (5); Doctoral – nine (9). The number of awards tenable at the Master's level is a maximum of five (5). Students who are studying towards a second Master's degree are ineligible if they received five semesters of support previously. A maximum of nine (9) awards is available to Ph.D. students, irrespective of whether they have previously received support as a Master's student.

**DOCUMENT and OTHER REQUIREMENTS** – to be included with applications for all funding through the FGSR

### **All Students**

- A SIN (Social Insurance Number) or TTN (Temporary Tax Number) – is **required** for **all** positions before payroll can be processed. Students who have never been paid through the University are to send their SIN or TTN to the Manager of Graduate Scholarships and Awards in the FGSR.
- Students who have never been paid through the University of Regina are to check the Human Resources website (<http://www.uregina.ca/hr/forms/payroll>) and fill out a TD1, TD1 SK and an Authorization for Direct Deposit. These are required to be included with your application for funding form.
- Unofficial Transcripts or a University of Regina advising report by term is required to accompany the application form. Students are to see their Department for the Advising Report.

### **International Students and Permanent Residents**

- Study Permit or Permanent Resident Card - a photocopy of current documents is required to be included with the application form. Note: If the permit will expire prior to the completion of the Award, a new permit **MUST** be provided to the Manager of Scholarships and Awards at FGSR before payroll can be processed.

### **RATES OF SUPPORT:**

Current rates of support are available from the FGSR website at: [www.uregina.ca/gradstudies/scholarships/](http://www.uregina.ca/gradstudies/scholarships/).

### **AVAILABILITY OF AWARDS**

There are always significantly more eligible applicants for these graduate awards than there is funding. The process is competitive and there is no guarantee that a student will receive a recommendation for funding even though the student has performed very well in the program or that if recommended, an award can be offered