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Date: Wednesday, November 20, 2024

To: Faculty Deans and Associate Deans (Graduate), Department Chairs, Graduate Coordinators,
Graduate Program Administrators, Students/Applicants

From: Award Services, Faculty of Graduate & Postdoctoral Studies (GPS)

Re: **2024/25 Graduate Course-Based Master's Community Engagement Award**

GPS is pleased to announce the new Graduate Course-Based Master's Community Engagement Award now available on GPS website. Funded by the Graduate Students' Association (GSA), this award recognizes the academic achievement and demonstrated leadership, community engagement, volunteerism of course-based master's students at the University of Alberta.

General Process:

Students cannot apply directly to GPS for this competition. Students must consult their faculty for the faculty's internal application process and deadlines.

Each faculty is assigned a funding allocation by GPS, and then selects nominees based on those allocations. Faculties may determine the best way to select their nominees and are encouraged to set an earlier internal deadline to allow time for internal adjudication (if applicable). The faculty then nominates students to GPS.

Nomination Process:

A complete nomination package includes the following documents and must be uploaded as a separate PDF document to each designated file section in the GSMS Portal; ***please do not upload duplicate documents:***

1. [Graduate Course-Based Master's Community Engagement Award Application Form](#) – must be written and signed by the student.
2. **Up-to-date Unofficial U of A Transcript** - printed from Bear Tracks; must include current registration (i.e. both Fall 2024 and Winter 2025 terms)

GSMS Awards Portal Submission Deadline: Tuesday, January 7, 2025

Faculties must submit their nominations to GPS via the GSMS Awards Portal by the above deadline. Faculties may submit nominations for processing prior to the stipulated deadline and GPS will endeavour to process them early.

As part of the nomination submission, we ask faculties to also keep a record of how many award applications they received from each of their departments.

For additional instructions, steps, and details of how to submit a nomination, refer to the [Award Resources for Nominators](#).

We wish all faculties the best of luck in this competition!

Sincerely,

GPS Awards Services