



**Faculty of Graduate & Postdoctoral Studies**

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Date: Wednesday, June 26, 2024

To: Department Chairs, Graduate Coordinators, Graduate Program Administrators

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

Re: 2024-25 University of Alberta Graduate Recruitment Scholarship (UAGRS) and Graduate Student Support Award (GSSA) – **REVISED MEMO (Updated June 26, 2024)**

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**NEW:** GPS is delighted to announce the changes to the current UAGRS funding model. Departments may now choose to nominate either newly admitted graduate student(s) (for UAGRS), or current graduate student(s) (for GSSA) based on the 2024/25 recruitment allocation table. The funding commitments for 2024-25 have not changed and will remain the same; departments are to continue to reference the Recruitment allocation table on [GPS's website](#) for both awards for this year.

## Overview

1. The UAGRS and GSSA both have a minimum value of \$5,000 (one unit) increments; however, departments choose the number of units they wish to award to eligible nominees based on the allocation table. Allocations have been made to individual departments based on an equal weighting of “applicants admitted and registered” and “convocation headcount.”
2. Departments are responsible for the effective deployment of this funding. Putting funds into departments’ hands provides maximum flexibility in terms of timing, ease and speed of the process, amounts offered, and combination with departments’ other resources to create attractive funding packages.

Both awards can be held in conjunction with other sources of funding regardless of the amount (as per GPS’s Scholarships and Awards Manual). For example, departments may use their allocations as top-up incentives (such as \$5K or \$10K awards), or for larger value offers (such as \$20K awards). In particular, they can be used as part of an offer to a student who has been awarded or already holds a Tri-Council scholarship. However, departments are reminded that the holders of such scholarships are eligible to receive a top-up award from the university in the form of the [President's Doctoral Prize of Distinction or the Walter H Johns Fellowship](#).

3. There is no limit on the number of units that can be allocated to one student as long as the overall annual commitment doesn’t exceed the annual allocation (i.e. one year awards only). Multi-year awards for individual students are **not** available this year.

4. The allocation table represents the total number of units available for both recruitment and graduate student support nominations for 2024/25 only. It does not account for units used for multi-year commitments in previous years.
5. Units that have not been allocated in the current fiscal year cannot be rolled over for use in a subsequent year.

### **Eligibility Criteria**

#### University of Alberta Graduate Recruitment Scholarship (UAGRS)

The purpose of the UAGRS is to recruit superior graduate students who have the potential to contribute to the University of Alberta's community and research.

- Students must be newly admitted to a doctoral or thesis-based master's graduate degree program by the department, or have transferred (fast tracked) from a master's to a doctoral degree program.
- Will be registered full-time in a doctoral degree or thesis-based master's degree program by the admit term.
- Must have an admission grade point average (AGPA) of at least 3.5. Current students transferring (fast track) from a master's degree to a doctoral degree are eligible provided that both their AGPA and current program GPA are 3.5 or over, or the average if one mark is less.
- Students admitted to course-based or qualifying programs are not eligible.
- Students may receive a UAGRS only once (unless they transfer from a master's to a doctoral degree program). Departments wishing to fund a UAGRS recipient may nominate them for a GSSA in each year during which they meet the eligibility requirements.

#### NEW: Graduate Student Support Award (GSSA)

The purpose of the GSSA is to provide financial support to current graduate students undertaking full-time research. Additional selection criteria may be considered, and may include financial need.

- Students must be currently registered full-time in a doctoral degree or thesis-based master's degree program.
- Must have satisfactory academic standing (equivalent to a grade point average (GPA) of 2.7 or greater) over the most recent 15 units of course weight in current program. Where there are less than 15 graded credits in the current program, the admission GPA (AGPA) is a weighted factor.
- Students registered in course-based or qualifying programs, and students on academic probation are not eligible.
- These scholarships are NOT automatically renewable. However, departments may nominate students for a new award in each year during which they meet the eligibility requirements.

Graduate Program Administrators may access *GPA Guidelines – Awards.pdf* in eClass for GPA calculation methods. The Dean of GPS will consider exceptions on a case-by-case basis, *only in cases where a justification is provided*.

Departments may set additional requirements/eligibility criteria for their internal selection process. Information on procedures and regulations (ex. changes in a student’s status affecting their award, program completion, etc.) is available in GPS’s [Scholarships and Awards Manual](#) (SAM).

**Deadline:**

UAGRS and GSSA nominations can be submitted on an ongoing basis, but UAGRS should be submitted by the applicable deadline:

| Admission Term | Nomination Deadlines    |
|----------------|-------------------------|
| Spring 2024    | March 28, 2024 - CLOSED |
| Summer 2024    | May 30, 2024 - CLOSED   |
| Fall 2024      | July 11, 2024           |
| Winter 2025    | November 14, 2024       |

**Nomination Process:**

Submit nominations via email to [grad.awards@ualberta.ca](mailto:grad.awards@ualberta.ca) by using the revised [UAGRS/GSSA nomination form](#) available on GPS’s website. Note that as GPS has transitioned to the Student Services Portal (Freshservice), responses will be routed to departments via the ticketing system.

- **For newly admitted students (UAGRS):** in the GSMS Admissions Portal, applications for admission are to be flagged as "Scholarship". This will alert GPS Admission Services to process them as a priority. Students with potential Study Permit issues which may cause travel delays should contact GPS as soon as possible.
- **For master’s students transferring to a doctoral degree (UAGRS or GSSA):** the [Recommendation for Change of Category](#) form must be sent to GPS Program Progression at the same time of nomination submission, or prior. Please flag the student as an award nominee so that Program Progression can process them as a priority. The Change of Category and award nomination form will not be processed until final grades are posted for the term(s) preceding the nomination deadline (ex. master’s transfer to doctoral effective Winter term will not be processed if there are Fall term grades outstanding).
  - Departments may decide to nominate students in either award category based on the student’s eligibility. Please note that the UAGRS is added to the student’s U of A transcript while the GSSA is not.



- **All students:** must have a Canadian bank account set up for direct deposit order to receive payment. To avoid payroll conflicts, or repayment of the award, please do not register students in the term the award commences on their behalf, or recommend they register via BearTracks unless you know they will be actively engaged at the university and have a Canadian bank account.
- Students with no registration in the term the award commences will be contacted by GPS.

#### **Nomination Revisions:**

- All changes to the original nomination should be made prior to the same deadline, if possible.
- A revised nomination form must be completed and submitted by email; requests by email without a revised form will not be accepted.
- On the nomination form, select **“Revised Nomination”** and indicate whether it’s a revised amount, award deferral, or both
  - Revised Amount - select the new amount and provide a short note under Justification section ie We wish to increase the # of units awarded from 1 unit (\$5,000) to two units (\$10,000).
  - Award Deferral (UAGRS only) - students who defer their admission may defer their award provided the start term is within the same fiscal year (ex. from September to January). The new fiscal year begins April 1st; therefore, recipients who defer their admission to May term the following year must be re-nominated. Admission deferrals must first be approved by GPS Admission Services. Please provide a short note for reason for deferral request under the Justification section.

#### **Scholarship Cancellation (UAGRS Only):**

- For students that declined admission, departments must notify GPS Award Services via email. When emailing GPS, **provide the name and ID number of the nominee who declined admission.**
- To submit a new/replacement nominee, refer to Nomination Process above.

Additional information regarding these scholarships is available under the [Frequently Asked Questions](#) section on our website.

Sincerely,

GPS Awards Services