Graduate Tuition Scholarships (GTS)

Administrative Guidelines 2018/19

# Overview

The *Graduate Research Assistant Tuition Supplements (GRATS)* was implemented in 2014-15 to assist each college in growing their domestic eligible numbers. Originally set up to fund Graduate Research Assistantships (GRAs), these funds are now used to create scholarships. As a result of this shift, GRATS was renamed Graduate Tuition Scholarships (GTS)in 2015.

Each year a total of 50 scholarships will be available university-wide; 35 masters and 15 doctoral scholarships, to students who are entering graduate studies in the upcoming May, September, or January semester. Colleges will receive an allocation annually, based on an average of full-time equivalent (FTE) enrolment reported over the previous three fall semesters.

# Value and Duration

Master’s: $8,000 per year for up to 2 years, payable over 3 semesters per year

Doctoral: $8,000 per year for up to 4 years, payable over 3 semesters per year

* NOTE: The Colleges may choose to break these into 3 semester awards, and grant one-year or multiple-year awards. However, the payment distribution must match the original schedule.
	+ For example, a 2018-19 Master’s award allocation may be paid as a 2-year award from 2018-20, or the College can offer it as a 1-year award in 2018-19 *and* a 1-year award in 2019-20.
* If a student is offered an award for multiple years and finishes/withdraws before the end of the award term, the remaining award can be re-distributed in 3-semester increments.
	+ For example, if there were six semesters of funding remaining, the College could give out two additional 1-year awards, or one additional 2-year award.
	+ Any “leftover” semesters not divisible by three (e.g., the award finished one or two semesters early), will be returned to the GTS budget and included in the pool of funds available for determining the subsequent year’s GTS allocations.

# Selection Criteria

Academic excellence.

# Eligibility Criteria

Canadian or permanent resident students entering a graduate program for the upcoming May, September, or January semester with a minimum 75% admission average. Students who transfer from a Master’s to Doctoral program are eligible to keep any semesters of funding remaining under their original award. Colleges may choose to nominate transfer students for a new award.

# Other Conditions

* Students must remain registered full-time and maintain satisfactory progress for the duration of the scholarship in order to maintain funding.

# Administration of the Award

* Colleges will be notified of their GTS allocation by mid-December each year. Colleges should determine how the awards will be distributed among their graduate programs and notify the departments accordingly.
* Departments will forward nominations to the College Associate Dean Research (ADR)’s office for endorsement by the College Awards Committee.
	+ If the College chooses, they may ask that departments complete and submit a GTS nomination form for each nominee. The nomination form is available on the [Office of Graduate & Postdoctoral Studies – Faculty & Staff – Scholarships and Awards Administrative Guidelines - website](https://www.uoguelph.ca/graduatestudies/faculty-staff/scholarships-and-awards-administrative-guidelines).
* Once the nomination is endorsed by the College Awards Committee, the ADR’s office will confirm the nomination to the department.
	+ If an official offer of admission was already made prior to approval of the GTS, the department will notify the student that they have been awarded the GTS.
	+ If an official offer of admission has not already been made prior to approval of the GTS, the department will prepare the *Recommendation for Offer of Admission* as usual and include the GTS in the funding form.
* Once the student has indicated their acceptance of the award/admission, the department will notify OGPS of the GTS recipient.
	+ OGPS will verify eligibility and notify Student Financial Services (SFS) to post the award to the student’s account.
* If a GTS recipient declines an offer of admission the department will notify the ADR of their college immediately so that the GTS can be reassigned to another applicant.

# Questions?

Please contact the Graduate Awards Officers by email: **grschol@uoguelph.ca**.