# Ontario Graduate Scholarship (OGS)

# 2018-2019 Administrative Guidelines

## Overview

The [Ontario Graduate Scholarship (OGS)](https://www.uoguelph.ca/graduatestudies/current/funding/scholarships/gov-fundedawards/ogs) program encourages excellence in graduate studies at publicly-assisted universities in Ontario. The OGS is jointly funded by the Ontario government and participating institutions. The government contributes two-thirds of the value of the award and the university provides the remaining one-third. The scholarship is valued at $5,000 per semester for three semesters.

These guidelines are intended to assist the Graduate Program Assistants and Graduate Program Coordinators with managing the Ontario Graduate Scholarship applications.

For the 2018-19 OGS competition the University of Guelph can award the following:

* TBD OGS will be awarded to Canadian citizens, Permanent Residents, or Protected Persons (2 OGS awards will be set aside for Aboriginal (First Nations, Inuit, Métis) applicants who self-identify on the OGS application)
* TBD OGS will be awarded to international students who are studying in Ontario under a temporary resident visa

## Important Dates

### January 31, 2018

* Student deadline to submit the OGS application electronically to the Graduate Program Assistant in the department where they are currently registered or the department to which they will be applying.
* Note: students who are not currently registered at Guelph must also have submitted a **complete** application for admission by this date.

### January 31 – [college deadline]

* Graduate Program Assistants will check OGS applications for completeness and ensure each applicant meets all eligibility requirements; this information will be recorded on the *OGS Worksheet*.
	+ OGS applicants are not required to submit separate transcripts this year; see note below.
* After department verification, international applications should be forwarded to grschol@uoguelph.ca as the selection of international applicants will be carried out at the University-wide level.
* For any applicants that have self-identified as Aboriginal, please forward the applications to the grschol@uoguelph.ca. **These applications should still be ranked departmentally and forwarded to the College as well.**
* Each department will review the applications for domestic (Canadian and Permanent Residents) applicants and rank them for the College Awards Committee.

### College Deadline

* Each College will set its own internal deadline for receiving the ranked OGS worksheet and applications from the departments within the College.
* Each College Awards Committee will review the applications and compile a ranked A, B, C list.

### March 19, 2018

* Ranked A, B, C list and applications are due from College to the Graduate Awards Officers by email, grschol@uoguelph.ca.

### March 28, 2018

* OGPS Awards Committee will meet and finalize the OGS competition.

### Early April, 2018

* OGS results will be made available to in-course students and departments/schools for incoming students.

## OGS Worksheet

The OGS Worksheet can be found on the on OGPS website ([Scholarships & Awards Administrative Guidelines](https://www.uoguelph.ca/graduatestudies/faculty-staff/scholarships-and-awards-administrative-guidelines)). The worksheet is divided into three tabs - master’s, doctoral, and international applicants. Complete the worksheet using the information included on the *OGS Application Checklist* which accompanies the OGS application. If you have any international applicants, please forward a copy of your international OGS Worksheet to grschol@uoguelph.ca along with copies of the international applications. The Department Awards Committee should then review and rank all eligible applications.

Once ranked, the OGS worksheet must be emailed by the department to the College by their deadline. The College Awards Committee will review the applications and rank the applicants by College into an A, B, and C list.

## Verifying Eligibility

### Applicants must Meet the Following Eligibility Criteria:

* Be registered or intend to register in an eligible (research-intensive) program on a full-time basis.
* Master's students beyond the 2nd year of study at the start of the award, and doctoral students beyond the 4th year of study at the start of the award, cannot be awarded an OGS.
* Have achieved a first-class average (minimum A-) in each of the last two completed years of study (full-time equivalent); see notes on Calculating the Minimum Academic Requirement below.
* Have not exceeded the lifetime maximum of government-funded support or maximum OGS support available for their current level of study. Students are limited in the number of years that they may hold an OGS. Master's students may receive the scholarship for a maximum of two years. Doctoral students may receive the scholarship for a maximum of four years. Both are subject to a lifetime maximum of six years per student. In addition, OGS guidelines restrict students to a lifetime maximum of six years of government-funded awards and prohibit students from holding an OGS and another government-funded award concurrently (see [Maximum Support](https://www.uoguelph.ca/graduatestudies/current/funding/scholarships/gov-fundedawards/ogs)). This criteria may be evaluated based on the previous awards listed on the OGS application.

### Calculating the Minimum Academic Requirement

An applicant must at a minimum, have achieved a first-class average (minimum A-) in each of the last two completed years of study (full-time equivalent; two years of part-time study equals one year of full-time study). The last two years of completed study should be the 24 months prior to the last day that the student was registered in their program (for in-course students, 24 months prior to **December 31 of the year of application**). The average should be calculated for each of these years separately as students are required to have a first class average in each of the two years; however, if there is only one mark during the full two years, then that is the mark used to determine eligibility.

If no grades are available in the last two years of study for calculating an applicant’s GPA (e.g. courses were graded on a pass-fail basis), then use the most recently available semester with marks to calculate the GPA.

Grades must be converted to a percentage on the worksheet. For assistance with converting Canadian transcript grades to percentages, you can refer to the [University Grading Table](http://uoguelph.ca/graduatestudies/system/files/2018%20-%20University%20Grading%20Systems%20-%20Syst%C3%A8mes%20de%20notation%20universitaire%20%281%29.pdf).

## Transcripts

Separate transcripts specifically for the OGS competition are not required. Students not currently registered at Guelph are now required to submit a complete application by the OGS application deadline, so transcripts may be accessed from the application for admission for all OGS applicants. Graduate Program Assistants may access Guelph grades through Colleague. If you have any questions or need assistance with accessing grades/transcripts, please contact the Graduate Awards Officers.

## Departmental Ranking of the OGS Application

Please refer to the document [***OGS Selection Criteria and Weightings***](https://www.uoguelph.ca/graduatestudies/sites/uoguelph.ca.graduatestudies/files/public/OGS%20Selection%20Criteria%20and%20Weightings.pdf).

## Questions and Support

If you have any questions about the process for the Ontario Graduate Scholarships, please contact the Graduate Awards Officers by email, grschol@uoguelph.ca.