



University of Calgary Graduate Students' Association
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Graduate Students' Association (GSA) Bursary Terms of Reference 2020 - 2021 Academic Year

Fall Intake Period: October 12 – 26, 2020

Fall Intake Deadline: **Monday, October 26, 2020 4:00 PM MT**

Winter Intake Period: January 4 – 18, 2021

Winter Intake Deadline: **Monday, January 18, 2021 4:00 PM MT**

Submit applications [online](#)

Applications and/ or letters of reference received outside of the intake period will **NOT** be evaluated. Late applications will **NOT** be evaluated. Incomplete applications will **NOT** be evaluated. It is the sole responsibility of the applicant to ensure completeness of the application package.

This document and the application form are available on the GSA's [website](#).
Questions regarding this application should be directed to awards.gsa@ucalgary.ca.

This information is collected following the standards set by the Personal Information and Privacy Act (PIPA). It is required to determine your eligibility for the bursary and maybe used for research and statistical analysis. If you have any questions about the collection or use of this information, please contact the Awards Committee Chair at awards.gsa@ucalgary.ca.

Purpose

GSA Bursaries are intended to ease financial strain for graduate students who demonstrate financial need.

Value

Up to \$1,500 CDN.

Applicants are not able to receive more than their demonstrated need.

Eligibility

To be eligible for this bursary:

- Applicant must be an Active Member of the GSA as defined by Section 4, sub-section 4.2 of the [GSA Bylaws](#) during the 2020/2021 academic year;
- Applicant must show a financial deficit for the current academic year (from September 2020 to August 2021);
- Applicants are only able to receive one GSA Bursary in an academic year;
 - Applicant must not have received a GSA Bursary in the current academic year (from September 2020 to August 2021).

Documents Required

- Applicants must submit a **complete** application form.

Submission Requirements

When applying for this award, the following process must be followed:

1. Completed applications MUST be submitted online;
2. Applications MUST be completed [online](#) (OR in a single PDF file if necessary);
3. Applications MUST be written and signed in English;
4. Applications MUST be submitted with a UCalgary email address; and
5. **Incomplete applications or applications received after the intake deadline will NOT be considered.**

Adjudication Criteria

Applicants must meet eligibility and submission requirements as described above. All eligible applications will be assessed using the following criteria:

- Severity of financial need (**food, shelter, medical needs, etc.**);
- Effectiveness of bursary to address deficit; and
- Demonstration of effort to resolve the financial problem (in addition to applying for this bursary) and evidence of financial responsibility.

Additional Regulations

1. All application packages are anonymized by GSA Staff;
2. The GSA Bursary applications are evaluated by the Awards Committee under the supervision of the GSA VP Academic;
3. GSA Bursary decisions will be made 10 – 12 weeks from the intake deadline;
4. The GSA will not be responsible for any tax liability incurred from awarding funds;
5. Questions about the application process must be directed to the Awards Committee Chair at awards.gsa@ucalgary.ca.
 - a. The Awards Committee Chair is committed to answering questions regarding this award when possible. Questions that arrive less than 72 hours before the Intake Deadline may not be answered.