

GRADUATE STUDENT GUARANTEED INCOME/FUNDING

Last Name	First Name	Student ID #
<input type="text"/>	<input type="text"/>	<input type="text"/>
Program	Department / School	
<input type="text"/>	<input type="text"/>	

Congratulations! The University has offered you admission to a graduate program:

- ☐ Doctor of Philosophy,
 ☐ Doctor of Veterinary Science,
 ☐ Masters,
 ☐ Graduate Diploma, or
 ☐ Non-Degree

As you consider accepting this offer, you may wish to review all financial aspects of that decision. This Graduate Student Guaranteed Income/Funding Form ("Funding Form") constitutes the University's financial offer to you and is contingent on satisfactory progress in your program, as defined by your academic unit, and satisfactory completion of work assignments in Section A per the collective agreement between the University and CUPE 3913 (Unit 1). Any additional offers of funding not included in the Funding Form are discretionary and may be subject to availability.

You can expect to receive the following minimum income/funding: \$

- ☐ per year for, or ☐ total for semesters of
☐ full time study, or ☐ part time study.

The source(s) of income/funding will be:

A. Sources of Employment Income: You will be required to work as a:

- ☐ Graduate Teaching Assistantship(s) (GTA)
 # GTA(s) each for (List each semester or academic year)
☐ Graduate Service Assistantship(s) (GSA)
 # GSA(s) each for (List each semester or academic year)

Your entitlement to GTAs or GSAs may, at the discretion of your department, be split into more than one work assignment. For example, a guarantee of 1 GTA (140 hours) may be split into two 0.5 GTAs (70 hours each). If the department has indicated your GTA/GSA will occur in an academic year (not a specific semester) your entitlement may be split over multiple semesters. For example, a guarantee of 1 GTA (140 hours) may be split into 0.5 GTA in Fall and 0.5 GTA in Winter.

- ☐ One (1) appointment, which will replace a GTA or GSA above, as a Sessional Lecturer (as a requirement of your program) in (semester or academic year)

GRADUATE STUDENT GUARANTEED INCOME/FUNDING PAGE 2 OF 3

The source(s) of income/funding continued:

A. Sources of Employment Income continued

If you are successful in winning a major external scholarship (e.g., OGS, NSERC, SSRC, CIIHR etc.), the source(s) of income indicated above will be adjusted as follows:

- ☐ There will be no change to the work assignments specified above.
- ☐ You may not be required to work as a GTA or GSA as part of your guaranteed funding
- ☐ You will be required to work GTA/GSA assignments as follows:
- # GTA(s) each for (List each semester or academic year)
- # GSA(s) each for (List each semester or academic year)

The work assignments as indicated above defines your “**Job Security Period**”. Please ensure that you apply online to at least one work assignment posting in the department(s) indicated above specifying that you are in your Job Security Period (Level of Consideration 1). Failure to apply online, declining an Offer of Appointment which forms part of the Job Security Period or lack of availability (without extenuating circumstances or prior approval from the Chair of your Department) to complete the work assigned, may result in the loss of your guaranteed work assignment for that semester.

Should you secure further employment income over and above that indicated in this letter, such income will be in addition to the funding guaranteed in this letter. Work assignments guaranteed as part of the Job Security Period are contingent on satisfactory performance of assigned duties.

B. Other Sources of Funding

Note: You are expected to apply for internal and external scholarships as appropriate for your background and area of interest.

Note: If you are successful in winning a major external or internal scholarship, the department contribution to the GRA or internal scholarships may be reduced.

- ☐ **Internal Sources:**
- ☐ Graduate Research Assistantship(s) (GRA)
- ☐ Internal Scholarship(s) Granted
- ☐ Internal Scholarship(s) Nominated
-

GRADUATE STUDENT GUARANTEED INCOME/FUNDING PAGE 3 OF 3

The source(s) of income/funding continued:

B. Other Sources of Funding continued

☐

External Sources

☐

External Scholarship(s) (e.g. OGS, NSERC, SSHRC, CIHR etc.)

☐

External Funding (e.g. 3rd Party). Specify and attach documentation:

C. Self-funded ☐

You are responsible for the entire cost of your program

☐

According to our records, you have signed a waiver of your program.

☐

We are unable to fund your program. We will contact you at a later date if funding becomes available.

Signatures

Graduate Program Coordinator Signature

Date

Financial Sponsor's Signature (eg. advisor trust fund)

Date

Student Signature

Date

Upon acceptance of the enclosed offer of admission and approximately six weeks prior to the beginning of the semester to which you have been accepted, we will send to your University of Guelph email account information on registration procedures.