



GSA Research & Publication Bursary Application

Award Terms of Reference (Abridged):

Value: Up to \$500. Number of awards varies; awarded up to a maximum of \$5,000 per annum (with \$2,500 in Fall and \$2,500 in Spring).

Eligibility: Students enrolled in part-time or full-time in any graduate degree program at the University of Lethbridge. Graduate students can access this award a maximum of once per academic year.

Criteria: This award is designed to help offset the cost of relevant research and/or publication costs that are not reasonably covered by the student's supervisor. Good academic standing, financial need and a relevant requirement for current research equipment are taken into consideration. Depending on the type of expense, receipts may be requested.

Application: Applications MUST be submitted by November 1st or March 1st. Students may receive this award once per academic year, with a priority to applicants who haven't received the award previously.

Selection: Selection will be determined by the GSA Awards Committee based on the criteria noted above.

Payment: This award is paid out through the cash office and will be applied to the applicant's student account. There are no exceptions for this.

Note: The Graduate Students' Association created this bursary in recognition of the financial challenges faced by students to pay for research. This bursary is not meant to replace or supplement funding provided to students in their letter of offer, or for conference travel. This bursary is meant to help offset the ancillary costs of the graduate students' research (expendable research equipment, printing costs, publication fees, etc.) that would not reasonably be expected to be paid for by the student's supervisor.

For any questions or concerns regarding this bursary application, or for the full terms of reference, please email: gsa@uleth.ca, or contact the GSA office at 403-329-2132.



Research & Publication Bursary Checklist:

Use the below checklist to ensure that you have included all required documentation.

Incomplete applications will be rejected.

Applicant Use	Office Use	Checklist
		Completed application form - ensure ALL sections and documents are attached.
		Proof of enrollment for semester in which the application is being submitted.
		250-300 word description of your research project and how the expenditure will enhance/benefit your graduate student experience.
		A detailed budget that includes a description of the expenditure, cost of the expenditure, and any circumstances that may have caused you to pay more than a reasonable amount for the expenditure.

OFFICE Use Only

Date received:	
Received by:	
Date reviewed:	
Reviewed by:	
Amount approved:	
Date of award distribution:	

This personal information is being collected under the authority of Section 33(c) of the Freedom of Information and Protection Privacy (FOIPP) Act. The personal information will be used for award eligibility assessment purposes and the aggregate data will be used for evaluation and statistical summaries. The University of Lethbridge Graduate Students' Association may directly contact Revenue Canada, other federal departments, provincial or municipal departments, employers, financial & educational institutions without your consent, when necessary, to determine and verify your eligibility for the GSA Research & Publication Bursary. All information collected by the University of Lethbridge Graduate Students' Association is protected by provisions of the FOIP Act. If you have any questions about the collection, use or disclosure of your personal information, contact GSA at 403-329-2132.



Applicant Information:

Please Note: the GSA Awards Committee may request supporting documentation for any items.

Today's Date:		
Last Name:	Given Name:	Student ID #:
Street Address:	City:	Postal Code:
Cell Number:	Other Contact Number:	Email Address:
Current Degree (circle/highlight): MASTERS / PHD	Full-Time or Part-Time?	
Faculty:	Department:	Major:
Program Start Date:	Expected Completion Date:	
Citizenship (circle/highlight):	Canadian Citizen	Permanent Resident International Student
Have you received this award during your current degree (circle/highlight):	YES	NO
TOTAL amount of funding requested: \$		



Declaration

I understand that if this declaration is not signed, my Research & Publication Bursary application cannot be considered for funding.

Please read before signing.

I declare:

- That the information provided in this application, all attachments and supplemental documents are true. I understand that all the information provided is subject to verification.

I agree to:

- Notify the GSA Office in writing if I change my address, financial or academic status or study period.
- I understand that I may be denied financial assistance if:
 - I am not currently a registered University of Lethbridge graduate student
 - I make a false or misleading statement in this application
 - I do not comply with a request from the GSA to provide information or documents to verify information in this application
 - I have already been awarded the maximum number of awards allowable for my degree level.
- Abide by the Award Committee's decision
- I understand that I must wait for the Award Committee to adjudicate the award which can take **up to four weeks after the application deadline**

Student Name (printed)

Student Signature

Date

Supervisory Name (printed)

Supervisor Signature

Date