



UNIVERSITY OF SASKATCHEWAN

College of Medicine

MEDICINE.USASK.CA

## January 2023 Guidelines

Health Sciences  
Graduate Scholarship

***Application Deadline:***

***4:30 pm, Tuesday 22 November 2022***

All required documents should be attached in PDF format and  
emailed to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca)

All inquiries should be directed to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca)

## AWARD PROCESS TIMELINE AND IMPORTANT DATES

Date	Process
22 November 2022	Final Application due
29 November 2022	Notification of results for successful awards
6 December 2022	Signed award letters due
1 January 2023	Funding begins

## PROGRAM DESCRIPTION

The Health Sciences Graduate Scholarships (HSGS) support research within the Health Science Graduate Program in the College of Medicine (CoM) through awards to students who have demonstrated research and academic excellence. **The priority of this program is to provide later-year support** to as many worthy students as possible who are no longer eligible for the major University, CoM or Tri-Agency awards. Specifically, this includes Master's students entering their third year and doctoral students entering years four and five. Secondarily, any CoMGRAD applicants who were eligible in this year's competition for support via that program but were unsuccessful will be considered.

The HSGS award program is administered by the Health Sciences Program.

### Award Amounts & Terms

- Master's students: **\$12,667 (8 months) or \$6,333 (4 months)**
- PhD students: **\$16,000 (8 months) or \$8,000 (4 months)**

The HSGS is a cost-shared award, and Supervisors are required to contribute **\$5,333 for Master's or \$6,664 for PhD** which constitutes approximately 40% of the 8-month award amount. Supervisors are required to contribute **\$2,666 for Master's or \$3,332 for PhD** which constitutes approximately 40% of the 4-month award amount. These are 4-month or 8-month awards and while doctoral students are eligible in both years four and five they must apply for each individually. *Note: Year in program is an important consideration for funding, with doctoral students in year 5 not being eligible for the CGPS portions of the HSGS funding envelop.*

HSGS funding begins January 1st, 2023 and extends until April 30th, 2023 (4 months) OR August 31st, 2023 (8 months).

## ELIGIBILITY

To hold a HSGS, you must be a fully-qualified, full-time Graduate Student in good standing for the duration of the award. **In order to apply for and to hold a HSGS award a student must have and maintain a GPA greater than or equal to 80%**

**Table 1: Eligibility of Master's and PhD student applicants based on time in program.** Time in program is calculated from the student's start date within the program.

Time in program as of competition deadline	Year One	Year Two	Year Three	Year Four	Year Five
Master's Student	Not eligible to apply directly <sup>†</sup>	Eligible to apply for a <b>one year award</b> →	Not eligible to apply	Not eligible to apply	Not eligible to apply
PhD Student	Not eligible to apply directly <sup>†</sup>	Not eligible to apply directly <sup>†</sup>	Eligible to apply for a <b>one year award</b> →	Eligible to apply for a <b>one year award</b> →	Not eligible to apply
PhD Transfer Student* (Time refers to time in Ph.D.)	Not eligible to apply directly <sup>†</sup>	Not eligible to apply directly <sup>†</sup>	Eligible to apply for a <b>one year award</b> →	Not eligible to apply	Not eligible to apply

<sup>†</sup>Students should apply to the Dean's (entering) and CoMGRAD (entering or continuing) scholarship programs during these years. Those unsuccessful in the CoMGRAD competition may apply to HSGS for secondary consideration (see related transfer questions on the HSGS form).

\*Funding term cannot exceed 5 years total Tri-Agency/Dean's Scholarship/CoMGRAD + HSGS support between a Master's and Doctoral program.

Any questions regarding your eligibility should be directed to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca). **Please be sure to approach our office at least a week before the deadline so that we have the opportunity to assist you.**

## Alternative Funding

Students are encouraged to apply for alternative sources of funding for which they are eligible.

Students who win **external** competitive scholarships whose total value equals or exceeds the total value of a HSGS +\$6000 are not eligible to receive an award under this program for the period of the academic year covered by the external scholarship.

Students who win compatible external competitive scholarships of total value below the total value of the HSGS + \$6,000 may apply for funding under this program. The combined value of all awards may not exceed the total value of the HSGS + \$6,000, with the supervisor portion and then the HSGS portion reduced by any surplus. Students must provide documentation regarding the conditions of the external awards and a copy of their award letters when applying for a HSGS.

HSGS awardees will be paid as per University policy. If the terms of compatible external awards do not coincide with the HSGS period of support (September-August), then the above policies will apply to the overlapping payment periods and the value caps will be calculated on a pro-rated basis

Additional funding includes all awards, stipends, bursaries, scholarships, and any other alternative award funding source. This does not include any wages earned by the student in the up to 20 hours/week of work permitted. Those wages are not considered to be a part of alternative funding, nor part of the matching funds required from the supervisor.

### Award Termination

If a student graduates, discontinues their program of study, or no longer meets the eligibility requirements then support from this fund shall cease. The student is responsible for notifying [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca) to cease funding, and any funds held while ineligible must be returned.

## ASSESSMENT

Applications will be assessed by the Health Science Graduate Programs Committee.

### Assessment Criteria

The following criteria will be considered:

1. Research achievements, including; publications, presentations, and awards
2. Leadership and community engagement
3. Academic average (GPA)
  - Cumulative average of courses taken in the current graduate program. Program coursework must be completed in order to be eligible to apply.
4. Letters of Support indicating recommendation for funding
  - a. One letter of recommendation and commitment of funding from the supervisor
  - b. One letter of recommendation from a non-supervisor referee

## APPLICATION DOCUMENTATION

### New Applications

1. Applicants must fill out a copy of the HSGS application form
2. Applicants must obtain a Canadian Common CV which should include a summary of research achievements including publications, presentations and awards.
3. Applicants must submit copies of any other award letters. This includes letters for awards received during the course of the HSGS.
4. One supervisor letter of recommendation, in PDF format, must be sent directly to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca) from the supervisor.
5. One non-supervisor letter of recommendation, in PDF format, must be sent directly to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca) from the referee
6. All GPA calculations will be completed by the Health Sciences program administrator. ***Transcripts are not required.***

**Applicants are responsible for submitting items 1, 2, & 3 directly to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca). Items 4, 5, & 6 should be submitted by the applicant's referees and graduate coordinator. Applicants are responsible for ensuring their referees submit their letters on time.** Late submissions will not be accepted from those who did not follow up with the OVDR office prior to the deadline. The OVDR office will then review the application to make sure it has all the required documents.

## CoMGRAD Application Transfers

1. Applicants must fill out a copy of the HSGS application form and complete the relevant CoMGRAD Application Transfers section of the form.
2. Applicants must provide an updated Canadian Common CV which should include a summary of research achievements including publications, presentations and awards.
3. Applicants must submit copies of any other award letters. This includes letters for awards received during the course of the HSGS.
4. Existing supervisor and non-supervisor letters of recommendation on file from the CoMGRAD application will suffice.
5. All GPA calculations will be completed by the Health Sciences program administrator. ***Transcripts are not required.***

**Applicants are responsible for submitting items 1, 2 & 3 directly to [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca). Applicants are responsible for ensuring their supervisors submit the relevant matching commitment information on time.** Late submissions will not be accepted from those who did not follow up with the OVDR office prior to the deadline. The OVDR office will then review the application to make sure it has all the required documents.

## Approval Process

By submitting this application through email, the student and supervisor acknowledge that all information in the application is true and correct.

Once the application has been submitted, our office will go through and ensure that all the required documents are attached and comply with the guidelines. If they do, we will approve the application to move forward to adjudication.

## AWARD CONDITIONS

### Notification of Success

Award decisions will be sent to successful applicants by 29 November 2022. After this, the successful applicants will have 7 days to get the required paperwork to the Health Sciences Graduate Program Coordinator or notify the office of any delays in completing the paperwork.

### Publication Acknowledgement

All publications resulting from the research funded by the grant must acknowledge the University of Saskatchewan, College of Medicine, HSGS funding.

## Contact

For questions about eligibility, program guidelines, or the peer review process please contact [ovdr.grad@usask.ca](mailto:ovdr.grad@usask.ca).