

Use this form to:

- Apply for specific graduate awards as listed on the [Financial need funding section](#) of the Graduate Studies and Postdoctoral Affairs (GSPA) website. In each of the award descriptions in the [Graduate funding and awards database](#), the “application details” will indicate that this form should be used in order to apply.

Instructions:

1. The student completes sections 1-4, reviews sections 5 and 6.
2. The student must submit the application and all supporting documents (as indicated in section 6: Applicant checklist) by uploading their documents to the [Graduate Student Bursary/Award submission form](#).

Deadlines:

- Each award has a unique deadline. Please refer to the award description in the [Graduate funding and awards database](#) for specific deadlines.
- Where the advertised deadline falls on a Saturday or Sunday, the deadline date is the following Monday.

For more information about this form and the award, eligibility requirements and application details, please review the [Graduate student award application form web page](#).

Section 1: Student information

University of Waterloo student identification number _____

Last name(s) _____ First name(s) _____

Email _____

Faculty (e.g. Arts) _____ Department or School (e.g. History) _____

Program level: master's doctoral Registration status: full-time part-time

Immigration status: Canadian citizen permanent resident student visa protected person/refugee

Do you self-identify as a First Nations (Status/Non-Status), Métis, or Inuit?: yes no

Marital status: single married/common-law separated/divorced widowed sole support parent

Number of dependent children: _____ Ages of dependent children: _____

Section 2: Application details

Indicate the term for which you are applying for funding: spring term fall term winter term

Important: Select only one term above. Review the deadline(s) for each award for which you intend to apply and submit an application in the appropriate term by the deadline identified. Apply only for awards that are available this term.

List only awards from this [Waterloo needs-based awards web page](#) that are available this term and not managed through the Student Awards & Financial Aid Office:

1. _____
2. _____
3. _____
4. _____
5. _____

Section 3: Financial information

Have you lived in Ontario for at least 12 consecutive months prior to starting post-secondary school? yes no

Have you applied for OSAP for the current term? yes no

If yes, please provide a screenshot of your OSAP Funding Summary from the [OSAP website](#).

In most cases, students are expected to apply for OSAP to demonstrate financial need. If you chose not to apply, please explain why: _____

If OSAP determined you to be ineligible, please explain why: _____

Complete the following budget for the term in which the award deadline falls:

Current term income		Current term expenses	
Bank balance as of date of application (excluding any OSAP or Quest refunds)	\$	Tuition, fees, UHIP	\$
Research Assistantship (RA)	\$	Rent/Mortgage	\$
Teaching Assistantship (TA)	\$	Utilities	\$
Graduate Research Studentship (GRS)	\$	Phone/internet	\$
Scholarships/awards	\$	Food/Household	\$
OSAP/provincial loan	\$	Personal care	\$
OSAP/provincial grant	\$	Clothing	\$
Government sponsorship	\$	Entertainment/recreation	\$
Non-departmental income	\$	Uninsured medical/dental (receipts required)	\$
Family contribution (spouse, partner, parents, siblings, etc.)	\$	Childcare	\$
Other (e.g. investments) (provide a breakdown, statements and include explanation in personal statement)	\$	Other (provide receipts/documentation and include explanation in personal statement)	\$
Total income	\$	Total expenses	\$

Based on your income minus expenses how much financial need do you have for this term? (required) _____

* If your department provided you with a funding letter for the term of application, please upload. See [Section 6 A](#)

* If medical/dental expenses are being claimed and were submitted through insurance, receipts must be provided to show the outstanding balance owing. If expenses were not submitted through an insurance plan, you must provide a signed statement confirming that the costs were not or will not be paid by you, another person, or claimed against a benefit/insurance plan.

Section 4: Spousal information (if applicable)

Spouse/partner includes common-law relationships where you and your spouse have cohabitated continuously for a period of at least three years, or are in a relationship of some permanence and are the natural or adoptive parents of a child.

Last name(s) _____ First name(s) _____

Will your spouse/partner be living in Canada during your study period? yes no

Spouse/partner is: full-time student part-time student employed unemployed

University of Waterloo student identification number, if applicable) _____

Annual income _____

Income verification

If you are applying for an award with a financial need component and you did not apply for OSAP, then please provide a copy of your spouse/partner's most recent Canada Customer and Revenue Agency Notice of Assessment to verify his/her income.

Section 5: Applicant's disclosure statement (attestation required when uploading)

1. I confirm that the information provided in this application package is complete and accurate to the best of my knowledge.
2. I understand that I am responsible for providing all required documentation as indicated in the application instructions or as directed by the administering office, and that if I do not submit the required documentation/information I may be disqualified for consideration of this award.
3. I understand that the collection of personal information provided in this application package is used solely for determining my eligibility for this award. Information submitted during the application process is collected under the authority of the Waterloo Act (1972) and is protected, used, and disclosed in compliance with Ontario's Freedom of Information and Protection of Privacy Act (R.S.O. 1990, c. F31) and the University of Waterloo's policies.
4. I authorize GSPA to release a copy of this application package to the appropriate awards selection committee.
5. I understand that all income, assets and other resources will be verified using my OSAP/provincial aid application information, if applicable, and/or Quest.
6. I authorize the GSPA to discuss my financial information with department and Faculty members as appropriate for department/Faculty funding verification and to determine if other sources of funding are available.
7. I understand that if I am selected to receive this award, and I am also an OSAP recipient, my OSAP funding may be affected.
8. I acknowledge that if my enrolment or funding changes in the term or for the intended period of support for which this award is provided, or if any details changed that would disqualify me from continuing to hold this award, I will immediately notify GSPA, as I understand that it may result in a reassessment and/or cancellation of my award. All details provided in the application are subject to verification by the awarding office.
9. If selected as an award recipient, I authorize the University to release any non-financial application details to the award donor, such as name, program/plan/level of enrolment, value of award, as well as supporting documentation (e.g., letter, resume), where applicable.

Section 6: Applicant checklist

Include the following components in your application package to ensure that you will be considered for the intended award(s) indicated on page one:

- Complete application with up-to-date financial information (no signature required as you agree to Applicant's disclosure statement and signature when uploading application).
- Detailed personal letter explaining your financial situation.
- Detailed letter explaining why you are eligible for the award(s)/bursary/bursaries listed on the application.
- One of the following:
 - a. OSAP Funding Summary detailing how much loan/grant you will receive each term OR
 - b. CRA Notice of Assessment (for you and your spouse if applicable) OR
 - c. One page letter explaining the extenuating circumstances preventing you from submitting an assessment.
- Department funding letter (upload if you have been given one).

Note: Incomplete applications will not be considered eligible for the award(s) listed in this application.