

**Section 1: Student Information**

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Student Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Department/School/Program: \_\_\_\_\_

Faculty: \_\_\_\_\_

Academic Supervisor(s): \_\_\_\_\_

Guaranteed Appointment Details: (e.g., GTA/GRA, hours or value as stated in Offer of Admission)

Funding Source (i.e. name of individual providing funding): \_\_\_\_\_

**Section 2: Terms & Acknowledgements**

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Graduate student funding packages, as outlined in the Offer of Admission, may include Guaranteed Appointments that provide the opportunity for employment income through Graduate Teaching Assistant (GTA) and/or Graduate Research Assistant (GRA) appointments.

**Student Acknowledgement**

By signing this form, I acknowledge and confirm that:

1. I am eligible for the Guaranteed Appointment identified above as outlined in my Offer of Admission.
2. I voluntarily elect not to pursue the Guaranteed Appointment and to, instead, receive the alternative funding amount identified above. This amount will be equal to or greater than the employment income that could be earned through the Guaranteed Appointment. I was not required to make this election, and my decision has been made without coercion, pressure, reprisal, or undue influence from the University, my academic supervisor(s), or any other person.
3. I understand that the University is prepared to fulfill the Guaranteed Appointment through its normal appointment application and assignment processes, and I am voluntarily electing not to pursue that opportunity.
4. I understand that the alternative funding will be paid out as an award, scholarship, or studentship and not as employment income.

5. I understand that, by not pursuing the Guaranteed Appointment, I cannot claim this appointment in the future. I will not perform duties associated with the appointment and will not receive any employment-related rights, benefits, entitlements, seniority, service, or hours that would otherwise arise from the appointment, as governed by the Collective Agreement between the University of Waterloo and CUPE Local 5524.01.

**Academic Supervisor(s) Confirmation**

I confirm that:

- funding has been secured to provide the alternative funding amount identified above;
- the student was eligible for the Guaranteed Appointment; and
- the student voluntarily agreed to not pursue the Guaranteed Appointment and was not required, pressured, or induced to do so.

**Section 3: Signatures**

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\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Supervisor(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Graduate Officer

\_\_\_\_\_  
Date