

**Use this form to:**

- Apply for specific graduate awards as listed on the [Donor funded awards chart](#) on 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**

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University of Waterloo student identification number \_\_\_\_\_

Last name(s) \_\_\_\_\_ First name(s) \_\_\_\_\_

Email \_\_\_\_\_

Faculty (e.g. Arts) \_\_\_\_\_ Department or School (e.g. History) \_\_\_\_\_

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

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

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

\*To protect the integrity of Indigenous graduate students eligible for specific funding, those identifying as Indigenous must be verified by the Office of Indigenous Relations at the University of Waterloo through the [Indigenous verification process](#).

Marital status:  single       married/common-law       separated/divorced

Number of dependent children: \_\_\_\_\_ Ages of dependent children: \_\_\_\_\_

**Section 2: Application details**

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

Have you applied for or received a bursary for this term?:    yes    no    If yes, list them: \_\_\_\_\_

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 [Donor funded awards chart](#) that are available this term and not managed through Student Awards & Financial Aid Office:

1.	4.
2.	5.
3.	6.

### Section 3: Financial information

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If you are an Ontario resident and a Canadian Citizen/Permanent Resident, 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](#).

If eligible, students are normally expected to apply to OSAP for the term of the award to demonstrate financial need. If you are restricted from receiving OSAP, please explain why in the letter outlining your financial situation.

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 (e.g. part-time job)	\$	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)	\$
<b>Total income</b>	<b>\$</b>	<b>Total expenses</b>	<b>\$</b>

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 applicant checklist - Section 6.*

*\* 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)

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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

Spouse's University of Waterloo student identification number (if applicable) \_\_\_\_\_

Spouse's 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)

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1. I confirm that the information provided in this application package and all statements I have made (or that were generated with the assistance of GenAI) are truthful and an accurate representation of my own personal circumstances. I am not knowingly misrepresenting my circumstances.
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/bursary, these funds may affect my OSAP (or other provincial aid) as well as any needs-based award/bursary previously issued, if applicable.
8. I acknowledge that if my funding changes (for the intended term of support), if my enrolment changes or if my tuition has been reduced in the term for which this award is provided, or if any details change after I submit the application that would disqualify me from continuing to hold this award, I will immediately notify GSPA. I understand that this may result in a reassessment and/or cancellation of my award. All details provided in the application are subject to verification by GSPA.
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

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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)/bursaries listed on the application. Ensure that you refer to the eligibility criteria as described in the [Graduate Funding and Awards database description](#)
- Completed [Indigenous verification process](#), if applicable.
- OSAP Funding Summary, if applicable, detailing how much loan/grant you will receive each term. Even if you selected the *Grant Only* option, you still need to provide proof of the total loan/grant you were entitled to.
- Letter from spouse/partner's employer or spouse/partner's most recent tax assessment, if applicable, confirming their most recent annual income.
- Upload your department funding letter and/or confirmation of your TA/RA appointment for the term, if applicable. If you do not have a letter, your funding will be confirmed with your department graduate co-ordinator when your application is reviewed.

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