



University of
Manitoba Graduate
Fellowship
(UMGF)

Unit
Guidelines
2025-2026

Introduction

Each year, graduate fellowships are offered to full-time Canadian and international Master's and PhD students to recognize and support academic excellence. The fellowships are offered to students who have demonstrated academic excellence, and potential as graduate students and researchers.

Students must be recommended by their department or unit to the Faculty of Graduate Studies (FGS) for a UMGF.

Effective September 2024, UMGF master's awards are valued at \$20,000 per year for 12 or 24 months, for up to a total of \$40,000.

Effective September 2024, UMGF doctoral awards are valued at \$25,000 per year for 12, 24, 36 or 48 months, for up to a total of \$100,000.

Departments/units determine the value and duration of an award and must meet the eligibility criteria outlined below.

UMGF Allocation Table

There is a single column on the annual preliminary UMGF Allocation Table which lists the number of awards available (i.e., allocation) by department/unit. This number can be used for Master's or PhD students.

Units should consider that recommending students for UMGF awards with longer durations (i.e., 2-4 years) will affect their UMGF allocations in future years as the renewals for those awards will be factored into the UMGF budget/allocation as applicable.

Unit-Based UMGF Budget Allocations

A Unit is typically a department, but in the case of non-departmentalized faculties it can refer to a faculty, or even a program. Each year, a preliminary University wide UMGF budget is set. From this, a UMGF budget for each Unit is determined.

Only those Units whose graduate programs meet the eligibility criteria for Tri-Agency graduate student awards will be given an allocation; specifically, thesis dissertation, major research paper/project. FGS reserves the right to cap any Units' allocation.

Units who do not use their awards in the academic year allocated cannot carry them forward for use in future years. If for any reason your Unit cannot use its full allocation in the current year, please advise FGS as soon as possible so that budgets can be adjusted as necessary.

Units with a small allocation may not be able to offer an award every year.

Renewals will be accounted for (and subtracted from) each Unit's UMGF allocation as part of the budgeting process each year.

Summary of FGS Responsibilities

1. Provide instructions and guidance to Units in allocating their UMGF funds.
2. Provide budget allocation and number of awards per Unit:
 - a. preliminary allocation (released early in calendar year); and
 - b. final allocation (released mid calendar year, subject to budget final approval).
3. Review all UMGF recommendations from Units and provide final approval of recommended applicants.
4. Arrange an overall ranking of UMGF recipients used by FGS to select Senate-approved supplemental awards. See Supplemental Awards below for more detail.
5. Distribute award offer letters and [Award Holder's Guide](#) to UMGF recipients and to recipients of UMGF supplemental awards.
6. Maintain budget and administer award payments to awardees. Manage unspent or carry-over funds as required.

Summary of Unit Responsibilities

1. Establish internal application process and deadlines. Advertise to eligible students in their Unit as necessary.
2. Ensure all recommendations meet eligibility criteria, and UMGF recommendation form is **submitted by an approved departmental representative by September 30 each year.**

Only recommendations made prior to July 31 each year will be considered in selection of supplemental awards.
3. Recommend all UMGF allocations in year allocated. *Carry-over of allocation/funds is not permitted.*
4. Contact students who were not offered a UMGF to advise them of their status.
5. Keep track of all UMGF recommendations and retain offer letters for departmental records.
6. Notify FGS Awards Office by email at: graduate.awards@umanitoba.ca for all program changes that might impact UMGF award eligibility (e.g., grades lower than C+, unsatisfactory progress report, graduating early or prior to the end date of the UMGF, leave of absence including VW from program, etc.).

Note on Unit Responsibilities:

Units in a faculty may choose to participate in a (budget) faculty-wide UMGF competition. Unit Heads in their budget faculty will be required to sign an agreement indicating that they are opting to participate (freely and without duress) in a faculty-wide competition and will be combining their allocation with all participating Units. In such cases, Units may wish to develop an MOU at their budget faculty level. This agreement would be forwarded to FGS well prior to any award recommendations being made for that year.

Please contact the Awards Officer at FGS if your Unit has any questions or concerns.

Eligibility Criteria

The fellowships are awarded annually to Canadian and International graduate students (Master's and PhD) who:

1. are enrolled full-time in or plan to enroll full-time in the Faculty of Graduate Studies (FGS) at the University of Manitoba;
2. are enrolled in a program of study in the Unit who is recommending them for a UMGF;
3. have achieved a minimum admission GPA of 3.0 to the program in which they will hold the award, and have not received a grade of lower than C+ (including AX courses), and maintain a minimum GPA of 3.0;
4. show great promise as researchers and as graduate students;
5. are admitted to, or registered in, a program that is eligible for NSERC, SSHRC, or CIHR graduate student awards (thesis dissertation, major research paper/project);
6. are not enrolled as a full-time student in two programs simultaneously;
7. are not receiving any other award or scholarship that is of equal or greater monetary value than the annual value of the UMGF (\$20,000 Master's; \$25,000 Doctoral). Examples include Tri-Agency funding and Research Manitoba;
8. do not have an active, admission-related hold on their student account during their provisional admission period;
9. have not held UMGF support for more than 4 years in total. Total UMGF to any student may not exceed 4 years in total.

The above define minimum conditions of eligibility. Individual faculties are responsible for selecting recipients from amongst the students admitted to, or enrolled in, a program offered by a department or unit within that Faculty.

Please refer to the [University of Manitoba Faculty of Graduate Studies Award Holder's Guide](#) for more detail.

Effective January 2025, the UMGF maximum eligibility period is based on the graduate program start date as follows:

Master's students

Time in Program (Program Start Date)	Number of months eligible to receive the UMGF
0 months (beginning of program)	24 months of funding
1-12 months	12 months of funding
13 or more months	Not eligible

PhD students

Time in Program (Program Start Date)	Number of months eligible to receive the UMGF
0 months (beginning of program)	48 months of funding
1-12 months	36 months of funding
13-24 months	24 months of funding
25-36 months	12 months of funding
37 or more months	Not eligible

Please refer to the [UM Faculty of Graduate Studies Award Holder's Guide](#) for more detailed eligibility criteria.

Summary of Student Responsibilities

1. Meet the conditions outlined in the [UM FGS Award Holder's Guide](#).
2. Accept the terms and conditions of the award, as set out in the UM FGS Award Holder's Guide and in the Notice of Award.
3. Accept (activate) the UMGF award within one month of the offer date, after which the UMGF award offer will be deemed invalid.
4. Maintain full-time student status in the graduate program of study in the unit that recommends them for a UMGF. Any program changes must be reported to FGS immediately.
5. Acknowledge, wherever possible, the UMGF, the Faculty of Graduate Studies, or the Tri-Agencies' assistance for research.
6. Maintain a minimum degree GPA of 3.00 and not receive any grade below C+ (including AX courses) in their program.
7. Ensure they are not enrolled as a full-time student in two programs simultaneously.
8. Apply for and, if offered, accept Tri-Agency scholarships for which they are eligible, at every possible competition. Some of these awards include those offered by NSERC (Natural Sciences and Engineering Research Council), SSHRC (Social Sciences and Humanities Research Council), and CIHR (Canadian Institutes for Health Research).
9. Notify FGS immediately if receiving any other scholarship that is of equal or greater value than the annually awarded UMGF (\$20,000 Master's; \$25,000 Doctoral).

10. Report any changes immediately that may impact award eligibility. Overpayments may require repayment from the student.
11. Do not have an active, admission-related hold on their student account during their provisional admission period.

Recommending a UMGF Recipient

UMGF Recommendations can be made upon release of the preliminary allocations in January. To recommend a student for a UMGF, Units should proceed as follows:

1. Conduct a preliminary assessment to ensure student eligibility based on the above eligibility criteria.
2. Determine and indicate the recommended duration. Please note that the duration must be in yearly increments – see maximum eligibility periods outlined in the above table.
3. Determine and indicate the start date of the UMGF award (May 2025, September 2025, or January 2026). All recommendations must have a start date that coincides with the admission term. Students who receive a UMGF offer may request an earlier start, which must not be prior to their admit term and must have approval from the home department that recommended them for a UMGF.
4. There are two ways to recommend a student for a UMGF:
 - **UMGF recommendation for non-UM students** is completed through Slate at the same time as the recommendation for admission is submitted. **This option is only available for students who have not yet been admitted.** Please note that recommending a student for a UMGF prior to admission does not guarantee admission. Students in this category who are approved for a UMGF will receive their initial award offer in their UM admissions offer letter.
When/if the student's admission is complete, the unit will be sent a link to complete the recommendation form, and then the student will be sent an additional UMGF offer letter via email to their UM email address.
 - **[UMGF recommendation form for current UM students](#)**. **This form should only be completed for existing UM students.** Students in this category will receive a UMGF offer letter via email to their UM email address.

The Faculty of Graduate Studies reserves the right of final approval of all recommended applicants.

Supplemental Awards

The UMGF recommendations are used to determine the recipients of senate-approved supplemental awards meant to be held with the UMGF, or in place of the UMGF. The Faculty of Graduate Studies will use an admission grade point average list of newly admitted UMGF recipients to allocate supplemental awards and upgrades for students entering their first year. UMGF recipients who take up

the award after beginning their program will still be considered for the supplemental awards (within the terms of each individual award). Each supplemental award has their own terms of reference, including GPA and renewal criteria, outside of the UMGF terms of reference.

Only students who have been recommended for a UMGF by July 31 will be considered for supplemental awards.

There is no separate application or process required to be considered for Supplemental Awards. Eligible UMGF applicants, will automatically be considered for Supplemental Awards by FGS Awards.

Supplemental Award recipients must adhere to the specific GPA and renewal criteria listed below:

List of Supplemental Awards

(list and generalized descriptions included for information purposes only, subject to change and must adhere to the Terms of Reference)

- ***Alfred Rea Tucker Memorial Scholarships***: for a graduate student in any discipline ranked immediately below students receiving the Clarence Bogardus Sharpe.
- ***Clarence Bogardus Sharpe Memorial Scholarships***: for the highest ranked graduate students in any discipline.
- ***Gordon P. Osler Graduate Scholarship***: for the highest ranked PhD students in Management, Engineering or Science.
- ***Gordon P. Osler Book Prize***: for the highest ranked Gordon P. Osler Scholarship candidate.
- ***J.S. Lightcap Award***: for the highest ranked PhD student in any discipline. Non-Renewable, no GPA stipulation.
- ***R.G. and E.M. Knight Graduate Fellowship***: for PhD students with the highest admission grade point average. Renewable with admission GPA of 3.75.
- ***Robert A. Rodgers Graduate Award in Education***: for the top Master of Education student with a cumulative GPA of 3.5.
- ***Sir Gordon Wu Graduate Scholarships***: for full-time PhD students in their first year. Renewable for recipient(s) who maintain a minimum DGPA of 3.75.
- ***University of Manitoba Alumni Association Graduate Fellowship***: for highly-ranked PhD students in their first year. Renewable for recipient(s) who maintain a minimum DGPA of 3.75.