



Graduate Studies

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MEMORANDUM

Date: 17 January 2014

To: Heads of units with Graduate Programs, Grad Chairs, Award Contacts
xc: Deans of units with Graduate Programs

From: John (Jay) Doering, Vice –Provost (Graduate Education) & Dean

Re: 2014/2015 University of Manitoba Graduate Fellowship Quota

Attached are the preliminary UMGF quotas for the 2014/2015 academic year and the form to be used to recommend UMGF recipients. Quotas are based on the average of the last two years enrollment numbers. Quotas are provided for both Departments and Faculties. A number of comments are probably warranted.

1. Some units have a negative budget available, which indicates the unit has historically awarded more funds than its current entitlement.
2. Unit quotas that are less than .5 will not be permitted to offer a UMGF at this point in time. Please note that these allocations may change as a result of funds freed up after the Tricouncil announces their results.
3. Faculty quotas have been rounded up.
4. In many cases, it appears more practical for units to coordinate their awards at the Budget Faculty level; this is especially true for a Faculty with many units, of which some will not receive an award unless they accumulate their fractions of an award to yield a full award. Therefore, coordination at the Faculty level is required for some Faculties and will be handled on a case-by-case basis by FGS.
5. Units should allocate twice as many Master's level awards as PhD level awards in order to reflect the population of graduate students.

Updated allocations will be distributed in the spring, after the Tricouncil announce their results. Units that do not have funds to make award offers now may have enough funds after the Tricouncil awards are announced. Please note that the MGS offers have already been included in the UMGF allocations, and therefore upgrades of UMGFs to MGSs will not impact quotas.

How to use your quota:

Offers may be made immediately using the attached recommendation form. Please keep in mind that a PhD level award has a commitment of up to 4 years and a Master's level award has a commitment of up to 2 years. Please note that the Faculty of Graduate Studies will send out award notices to all recommended recipients after confirming eligibility.

Please note that recommendations should be made prior to the end of September. Please let us know as soon as possible if you are unable to use your allocation for the 2014/2015 academic year so that we or your Budget Faculty can redistribute the funds.

Also attached is a revised UMGF Unit Guidelines. Some revisions have been made to the Introduction section on page 1 and the Eligibility Criteria on page 3.

The Guidelines, Award Holder's Guide and the Recommendation Form will be available at http://umanitoba.ca/faculties/graduate_studies/funding/112.htm

Please feel free to contact Marcia Yoshida, Awards Officer at marcia_yoshida@umanitoba.ca or 474-9836 if you have any questions or concerns.

Thank you.