



## Graduate Studies

Rowena Krentz  
 500 University Centre  
 Winnipeg, Manitoba  
 Canada R3T 2N2  
 Telephone (204) 474-9836  
 Fax (204) 474-7553  
 Email: Rowena.Krentz@umanitoba.ca

### MEMORANDUM

**Date:** May 19, 2015

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

**Cc:** Deans of units with Graduate Programs

**From:** Rowena Krentz, Awards Officer, Faculty of Graduate Studies

**Re:** 2015/2016 UMGF Final Quotas (May)

---

Attached are the final UMGF quotas for the 2015/2016 academic year. Please be reminded that you may now also offer the UMGF at the time of admission via AY.

***How to use your quota:***

Please refer to the columns labeled Final Quota (May) for your total UMGF quota. We have also provided the Preliminary Quotas (January) for reference only. *The final quota is the total number of awards that can be offered, not awards in addition to the preliminary quota.*

Quotas have been updated to reflect the funds freed up due to the results of the Tri-Council award competitions, in addition to any late renewals and early terminations which were not included in the previous spreadsheet.

Per the preliminary quota memo, a weighting of .05 or 5% was incorporate in the quota calculation, accounting for a unit's proportion of the total population of graduate students that are beyond their expected time-to-completion. An error was noted in the original enrolment numbers which explains the discrepancy in the spreadsheet. For your reference, the document distinguishes between students based on their years in the program. This distinction better demonstrates the 5% factor:

Example:

	2013-2014 Masters	2015-2016 Masters (1-2 yrs)	2015-2016 Masters (>2yrs)	2015-2016 Masters Total	Department Average
Department 1	12	8	6	=8 - (6*.05) = 7.7	9.9

Department/Unit quotas are to be rounded down, while Faculty quotas are to be rounded up. The Faculty determines which Department/unit receives the extra allocation if applicable.

Example:

			UMGF Recommendations to FGS
Faculty A	Department 1	1.2	1
	Department 2	1.9	1
	Department 3	2.5	2
Faculty Total		5.6	6*

**\*The Faculty determines which Department(s) may recommend 2 more UMGFs**

Recommendations should be made prior to June 30, 2015 to be eligible for any supplementary awards or upgrades, including the Manitoba Graduate Scholarships (MGS). Please submit your recommendations no later than September 30, 2015. Please let us know as soon as possible if you are unable to use your allocation for the 2015-2016 academic year so that we or your Budget Faculty can redistribute the funds.

The Guidelines, Award Holder's Guide and the Recommendation Form are available at [http://umanitoba.ca/faculties/graduate\\_studies/funding/forms.html](http://umanitoba.ca/faculties/graduate_studies/funding/forms.html)

Please feel free to contact Rowena Krentz, Awards Officer at [Rowena.Krentz@umanitoba.ca](mailto:Rowena.Krentz@umanitoba.ca) or 474-9836, if you have any questions or concerns.

Thank you.