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Subject: CGPS Operational Bulletin #51



Upcoming Deadlines

May. 12: [Alphonsine Lafond-Colette Bourgenje Women in Innovation Scholarship - Application Deadline](#)

May 12: [Dr. Rui Feng Graduate Scholarship - Application Deadline](#)

May 12: [Tri-Council Michael Smith Foreign Study Supplement Program - Application Deadline](#)

Upcoming Events

Apr. 16 - 17: [Saskatoon Regional Science Fair](#)

Apr. 17: [USask 3MT Finals](#)

May 1: [Grad HUB | Virtual Spring Welcome](#)

May 5 - 9: [Beyond the Prof Online Career Conference](#)

May. 22: [Graduate Faculty Council](#)

Updates

Changes to PSAC offer letter template

On behalf of ConnectionPoint, please note that there has been an edit to PSAC offer letter templates. Units are encouraged to share the following information with their colleagues as appropriate. Please ensure you are using the most up-to-date PSAC letter of offer templates from Knowledge Base. The previous version will be accepted until May 5th, after which letters using the outdated template may be returned for correction and re-signature. Please do not download letter templates to your desktop, as small updates may occur without notice—accessing templates directly from Knowledge Base ensures you are using the most current version and helps prevent processing delays and pay issues for new hires.

2025-26 Tuition Announcement

All students who have been offered admission to a program in or are eligible to register for the 2025/2026 academic year will receive messaging about the 2025-26 tuition rates from the Deputy Provost's office on April 16th. If you receive questions about tuition, you may be able to find the answers on the [Introduction to Tuition and Financial Information for Students](#) page.

If media contacts USask staff about the tuition increase, please refer them to Kris Foster (kris.foster@usask.ca). If staff are contacted by someone who asks to speak to someone in a leadership position about tuition, please refer them to Deputy Provost, Patti McDougall.

Admissions

Master's Entrance Requirements

Please refer to Policy 1.4 for the master's entrance requirement of "A four-year honours degree, or equivalent, from a recognized college or university in an academic discipline relevant to the proposed field of study..."

In cases where an applicant holds a three-year degree along with a certificate, CGPS requires approval from the Credentials Evaluation (CE) team regarding the equivalence to a four-year degree.

However, there is no need for an exemption from the policy submission. Please include a note in the applications 'Shared Note' section stating that the CE team was consulted, and that the unit acknowledges the applicant's lack of a four-year degree. This will expedite the application approval process.

International Admission Decision Deadlines | Effective March 13, 2025

As of March 13, 2025, most international admission offers are issued with a 4-week decision deadline.

- This deadline is added by your GPSO and enforced by RMS Recruit.
- If the deadline for an applicant needs to be changed, Graduate Administrators may request an extension by submitting a general CGPS ticket in TDX.

Admission Appeals Process

CGPS has recently updated policy regarding [Negative Admission Decisions](#) and as a result have updated related processes. An applicant who has not been successful in gaining admission to a graduate program may appeal the decision to CGPS **within 10 business days** from the date a negative application decision is released. All appeal submissions must be accompanied by a Graduate Admission Appeal form (see attached document) and must be emailed to gradprograms.academicaffairs@usask.ca.

If you have any questions, please contact Chelsea Smith at gradprograms.academicaffairs@usask.ca.

Convocation

Closed Dates | April 24th & 30th

On April 24th and 30th, GPSOs will be focusing on convocation checks and will not be responding to non-urgent questions or requests that are not related to convocation.

If you need assistance and can't reach a GPSO, please contact [Shakiba Jalal](#).

Tracking PAL Requests in RMS Recruit

Student requests and the issuance of a PAL (Provincial Attestation Letter) are tracked in RMS Recruit. Graduate Administrators can review the status of a PAL by checking the Application Review funnel.

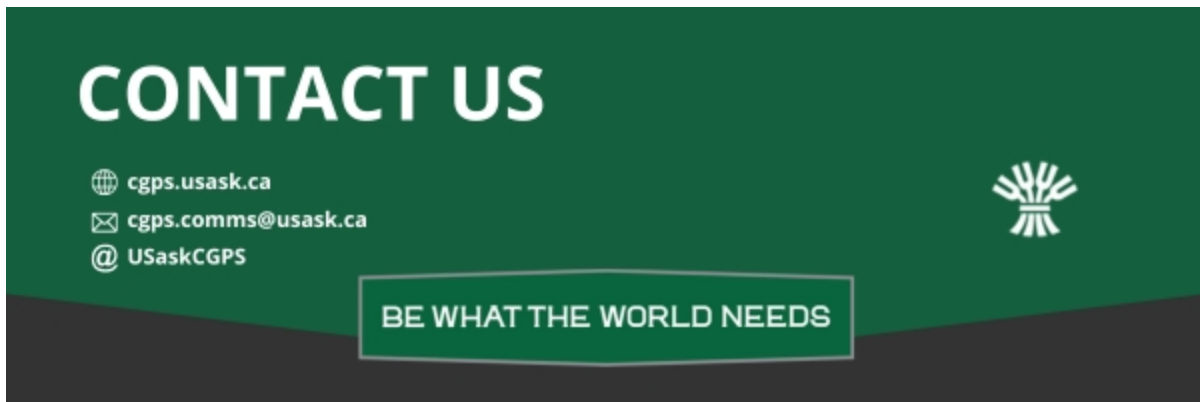
Common PAL Statuses:

- **"Blank"** - Applicant has not responded to the PAL question.
- **"Recommendation for PAL to Ministry (after deposit)"** - Applicant answered "Yes" to the PAL question and we are waiting for the tuition deposit to be made.
- **"Exported"** - The PAL request has been sent to the Ministry.
- **"No PAL Needed"** - Applicant answered "No" to the PAL question.
- **"PAL Issued"** - The PAL has been issued and is available to the student via MyCreds.

- **"PAL Issued on a Different Application"** - Applicant has received a PAL for another application (e.g., due to a deferral).

Graduate Administrators also have access to the "Grad Admin - Recommended or admitted and PAL Needed" view in RMS Recruit. Please reach out to your GPSO if you have any questions.

This bulletin was delivered to CGPS staff, Graduate Administrators, Graduate Chairs and Graduate Associate Deans.



 **Attachments:**

[GraduateAdmissionAppealForm-updated-2025-04-08.pdf](#)