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Upcoming Deadlines

Nov. 3: [George & Arlene Loewen Family Bursaries - Application Deadline](#)

Nov. 3: [Heather Lukey Graduate Student Bursary - Application Deadline](#)

Nov. 3: [Ivan & Margaret Toutloff Bursary - Application Deadline](#)

Nov. 3: [John Spencer Middleton & Jack Spencer Gordon Middleton Graduate Bursary - Application Deadline](#)

Nov. 3: [Mehr Foundation Iranian Graduate Student Bursary - Application Deadline](#)

Nov. 3: [Muriel J. Clancy Bursary - Application Deadline](#)

Nov. 3: [Robson Bursary for Graduate Students - Application Deadline](#)

Upcoming Events

Oct. 16: [Cultural Adjustments Series for Graduate Students | LevelUP PD by CGPS](#)

Oct. 21: [Conflict Engagement | Graduate Faculty Workshop](#)

Oct. 21 - 23: [Canadian Career Symposium | Graduate and Postdoctoral Development Network](#)

Oct. 22: [Tri-Agency CGRS M Application Workshop](#)

Oct. 23: [Tri-Agency CGRS M Application Workshop](#)

Oct. 27: [Coming to Know Indigenous Research in the University | COUSINS Panel Discussion](#)

Oct. 28: [Cultural Adjustment Series for Graduate Students | LevelUP PD by CGPS](#)

Oct. 30: [Graduate Faculty Council](#)

Nov. 24: [Break it down to Build it Up: 3MT Deconstruction with Jill McMillan](#)

Nov. 27: [Being Your Best Self as a Graduate Mentor | Graduate Faculty Workshop](#)

Updates

Second PAL Requests

For students who require a second PAL as a result of a deferral or a refused initial study permit application (or in certain cases both), please be sure to indicate that a second PAL is required in the notes section of RMS when submitting the deferral. We request that you also complete the newly-built [Provincial Attestation Letter \(PAL\) Amendments and Second Requests ticket in TDX](#), to help us ensure that the student gets added to our second PAL list. The ministry requires us to submit second PAL requests manually, and the TDX form will streamline operations.

Initial/new PAL requests are still sent to the ministry every Tuesday; second and subsequent PAL requests are sent every Wednesday. If you have any questions regarding second or subsequent PALs, please reach out to your GPSO directly.

International Tuition Deposits

An institutional tuition deposit for international applicants was put in place last year. As we near the end of our first year of implementation, a couple of reminders:

- Students are prompted to pay the deposit after they accept their offer through RMS. They must pay the deposit before taking any further action regarding their admission.
- All international students, regardless of program, are required to pay the \$1,000 deposit to confirm their admission.

- Refunds are not issued if a student does not receive a study permit refusal or rejection decision prior to the start of their anticipated start term. In these situations, the student needs to wait until they have a study permit decision before exploring next steps/options with their program.
- Students can defer their admission on the same deposit provided the deferral is within the academic year the deposit was paid. If the deferral extends beyond that year, a second deposit is required. In certain circumstances, the first deposit may be refunded, but if not eligible for a refund, the initial deposit is forfeited. For example, if a student was admitted to the Fall 2025 term but defers their admission to January 2026, no second deposit would be required. However, if a student was admitted to the Fall 2025 and deferred to Fall 2026, a second deposit would be required. If eligible, please be sure to remind students that their deposit may be eligible for a refund.
- All deposits for the current academic year are forfeited after the Winter term registration deadline. Refund requests are not accepted after the forfeit deadline.

Calculation of admission averages in light of recent CGPS policy changes

As a follow-up to our conversation at the Grad Admin forum last month where we discussed policy changes and the Best Practices in Graduate Admissions Document, we've worked to come up with additional international scenarios that may be helpful. We will include all scenarios (and more we receive!) into the best practices document over the coming months. If you have additional scenarios that you have come across or would like to us to explain, please reach out to marsharee.lawrence@usask.ca.

For calculating international admission averages, use the most recent two years of graded, relevant coursework. For example:

- For a student applying with a master's where the thesis is not graded:
 - Since the thesis component is not graded and is completed in the last semester, use three terms of graded coursework and one term or semester from the bachelor for GPA calculation.
- For a student applying with a master's where they complete three courses total (one per term):
 - When there are three graded courses - one per term - this equals 1.5 years of study. In this case, include one additional term to make it two years.
- For a student who is applying after having completed two graded one year master's programs:
 - When there are two one-year graded master's programs, combine them for the GPA calculation as a two-year equivalent.

- For a student who is applying after having completed a one-year master's program:
 - For a single one-year master's program, combine it with one year from the bachelor's program so that the final two years represent continuous graded academic work.
- For a student who has completed a PhD:
 - If all PhD courses are completed in one term and the master's program is two years, combine them to calculate the GPA.
 - If all PhD courses are completed in one year, combine that year with the master's program for the GPA.

Second and additional program extension requests

When submitting second or additional extension requests in TDX, be sure to include the following:

- A copy of the updated approved timeline
- Documentation from most recent committee meeting - if a committee meeting hasn't taken place within 12 months, the request will be returned and we will ask that a meeting take place prior to submitting a new 2nd extension request
- Department support/rationale for the 2nd extension (a summary in the ticket from the grad chair/unit is fine)
- Prior approved timeline
- Listing of the number of terms of prior approved leave and the actual program end date
- Please do not include any specific health-related information/documentation in the ticket

GenAI statements in syllabi

Students may receive different information from their other instructors about what is or is not academic misconduct. Be clear about what your expectations with students in your courses by including a statement about the use of GenAI tools. The Gwenna Moss Centre for Teaching and Learning has sample GenAI use language in their [syllabus template](#).

For more information about ethical and effective use of AI at USask, [click here](#).

Grad Fair in the Tunnel | You are Invited

The central recruitment team is once again working with the College of Graduate and Postdoctoral Studies (CGPS) to host another in person USask Graduate Studies Fair. We are inviting all grad units to host a booth on **Wednesday, November 19th from 10am – 3pm in**

the Arts Tunnel. We have chosen a high traffic location to get the attention of current undergrad students at USask.

If you would like to request a booth, please contact William Eichorst:

william.eichorst@usask.ca with your program name(s) and representative to contact with further details by **November 5th**.

Conflict Engagement Workshop | October 21

Facilitated by, Jae Morgans, USask's Conflict Engagement Specialist, this workshop is designed to provide valuable tools for navigating complex situations in academic settings. Through practical strategies, this workshop will help you foster a more inclusive and supportive environment while strengthening your leadership and conflict-resolution skills. [Register now.](#)

Being Your Best Self as a Graduate Mentor | November 27

Facilitated by Dr. Dawn Wallin, Associate Vice-President Research (Engagement) and Dr. Julia Boughner, Professor, Anatomy, Physiology & Pharmacology, and Tri-Agency NSERC Leader, this workshop is designed to support and inspire graduate mentors by exploring the complexities, rewards, and personal challenges of supervising graduate students. The session will foster reflection, advocacy and self-care strategies. Light lunch will be provided. [Register now.](#)

Break it down to Build it Up: 3MT Deconstruction with Jill McMillan

Discover the secrets behind a compelling 3MT presentation. Jill McMillan guides you through a dynamic deconstruction of past winners - what worked, what didn't, and how to elevate your own talk from good to unforgettable.

Fri Nov 14 | 10-11:30 AM | [Register](#)

Craft Your Research Story for Maximum Impact: 3MT with Leslie-Ann Schlosser

Transform your research into a powerful narrative that resonates beyond academia. Leslie-Ann Schlosser helps you shape your story to captivate diverse audiences and leave a lasting impression.

Thurs Dec 4 | 10-11:30 AM | [Register](#)

Design a Slide that Speaks: High-Impact Visuals for 3MT with John Shelling

Your slide is your silent partner - make it count. Join John Shelling to learn how to design a single, striking slide that enhances your message and amplifies the impact of your presentation.

Tues Jan 13 | 2-3 PM | [Register](#)

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

