

COLLEGE OF GRADUATE AND POSTDOCTORAL STUDIES
NEWSLETTER

CGPS Operational Bulletin - Issue 30

Graduate and Postdoctoral Studies

IMAGINE

COLLEGE OF GRADUATE & POSTDOCTORAL STUDIES 





OPERATIONAL BULLETIN ISSUE 30

Important graduate studies information for programs and units

New Crystal Reports for Graduate Program Administrators

Based on user feedback, two new Crystal Reports have been developed for Graduate Administrators related to Admissions processing that include notifications of CGPS updates and notifications of Credential Evaluation updates from RMS. The reports were created to provide a reporting system with live information on the status of applications both waiting for CGPS decision and Credential evaluation status after the initial exploration of direct email notifications was unsatisfactory.

Reports can be accessed via PAWS/Crystal Reports/Student Information Reports/College of Graduate Studies. If you have any questions, please reach out directly to your CGPS Program Advisor.

-  [URMS050 - GS Admin Notification of CGPS Updates](#)
-  [URMS051 - GS Admin Notification of Credential Evaluation Updates](#)

Convocation Volunteers

Spring convocation ceremonies are right around the corner, and as in past years, CGPS staff and graduate departmental staff will assist in lining up our graduates backstage prior to each ceremony. If you are interested, we are still looking for a couple of volunteers. The time commitment would be

approximately 1 hour (8:00-9:00 am for the morning ceremonies or 1:00-2:00 pm for the afternoon ceremonies). All ceremonies will be held at Merlis Belcher Place, and volunteers will have their name entered to win some CGPS swag.

If you are interested in helping out at one of the ceremonies, please sign up for a **time here** (https://usaskca1-my.sharepoint.com/:x/g/personal/mru433_usask_ca/EZY0ZSOujApGge3jVsCmQ9Qw?CID=BFA7ED51-3872-4094-BD82-4A2CA728A4AD&WSL=1).

Thanks in advance!

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|-------------------|---|----------------------------------|
| Ceremony 1 | June 5, 2:00 pm (arrive by 1 pm) | Education |
| Ceremony 2 | June 6, 9:00 am (arrive by 8 am) | Arts & Science SPH |
| Ceremony 3 | June 6, 2:00 pm (arrive by 1 pm) | Arts & Science, SENS, JSGS |
| Ceremony 4 | June 7, 9:00 am (arrive by 8 am) | ESB, Law |
| Ceremony 5 | June 7, 2:00 pm (arrive by 1 pm) | Agriculture & Vet Med |
| Ceremony 6 | June 8, 9:00 am (arrive by 8 am) | Kin, Medicine, SRS, Pharm & Nutr |
| Ceremony 7 | June 8, 2:00 pm (arrive by 1 pm) | Dentistry & Nursing |
| Ceremony 8 | June 9, 9:00 am (arrive by 8 am) | Engineering |

Waiver of Guaranteed Minimum Funding for PhD Program form live

All students entering PhD programs that offer CGPS 75th Anniversary Scholarships are offered a guaranteed minimum funding package of \$20,000 per year for up to four years. However, individual students may refuse or opt-out of the terms of the funding guarantee, subject to approval by the Dean CGPS, prior to starting their program or at any point in the program. Refusing the minimum funding guarantee will forfeit the guarantee

for all subsequent years. For example, students that are employed full-time may not want to be a teaching, research, or student assistant, a service that is required as part of some funding packages. To opt-out, students can complete the waiver form available at the **CGPS Service Desk** (https://jira.usask.ca/servicedesk/customer/portal/7/create/457?utm_source=paws&utm_medium=email&utm_campaign=httpscgpsusaskcautm_s_bulletin).

Admission Recommendations and Requests for Exemptions to Policy

Just a reminder to units who are asking for an exemption to admission policy on behalf of an incoming student (ie: request to waive English language proficiency, year-year degree requirement, etc.). Requests for policy exemptions should be submitted to the CGPS Service Desk using the **Policy Exemption Request form** (https://jira.usask.ca/servicedesk/customer/portal/7/create/437?utm_source=paws&utm_medium=email&utm_campaign=httpscgpsusaskcautm_s_bulletin) prior to making a recommendation in RMS.

Microsoft Teams for Grad Students

MS Teams, currently available to faculty and staff, is now available to graduate students through an opt-in process via their PAWS MyProfile. MS Teams is considered an all-in-one collaborative solution for teamwork; from scheduling meetings, starting spontaneous chats, and easy syncing with Outlook and OneDrive. **MS Teams, group collaboration, and messaging info** (https://servicecatalogue.usask.ca/it/group-collaboration-and-messaging.php?utm_source=paws&utm_medium=email&utm_campaign=httpscgpsusaskcautm_s_bulletin).

The CGPS Operational Bulletin is sent to Graduate Administrators,
Graduate Chairs and Associate Deans Grad