Important graduate studies information for programs and units

CGPS Holiday Closure

As a reminder, our office will be closed December 26 – January 2. We'd like to wish you and yours a happy, safe, and restful holiday season, and we look forward to working with you all again in 2023!

CGPS Scholarship & Awards Update

As you know the **Reimagine Funding Proposal** passed at CGPS Council on October 27, 2022. With the Provost's full support, we are now ready to proceed with the changes as approved by CGPS Council.

In the *new Reimagine Graduate Funding model* centralized scholarship streams have changed.

Funding will be allocated directly to academic units (Departments) in the form of a Student Support Fund (SSF) and a 75th Anniversary Recruitment Scholarships. Allocations are based on graduate student enrollments (SSF) and student and faculty Tri-Agency scholarship and grant numbers (75th). **Allocation notices have been sent directly to academic units to help you plan for your 2023-24 cycles.**

What we used to call "*the Dean's*" now looks very different and is summarized below entitled **Dean's Doctoral Scholarship**

International

- **Deadline for applications – first Monday in February annually**
- No longer strictly a recruiting scholarship
- Entering and continuing international students can be nominated
- Nominated student must have completed no more than 24 months in their PhD program at the time of nomination; time in program is counted from the first term the nominee is registered in their 996
- The scholarship amount is $24,000/year for two years

Domestic

- Deadline for applications – second Tuesday in October annually.
- Applicants must apply for the appropriate Tri-Agency Canada Graduate Scholarship-Doctoral (CGS-D) competition in October (follows the CGS-D deadline)
- Applications for this competition will be taken from those Tri-Agency CGS-D applications that are recommended to the national competition, but were not awarded at the national level
- The scholarship amount is $24,000/year for two years

The team has developed various resources that aim to help students develop successful applications. These include **workshops** and **step-by-step application video tutorials**. Other resouces currently include:

- USask's scholarships and awards database continues to be updated with the most current information available and **is found here**.
- The **CGPS events calendar** now includes all awards and scholarship deadlines
- Graduate supervisor, graduate chair and graduate administrator handbooks continue to be available for **download here**.
- Forums developed are currently being developed to start mid-January for various stakeholder groups that will allow us to have a two-way conversation on implementation best practices. Information on these forums will be delivered via email and PAWS shortly.
- Related **policy and procedure can be found here**.

We want to hear from you – Graduate Administrator RMS Dashboard Feedback

Kayla Schwartz is working with colleagues in SIS to get an updated sense of which dashboards graduate administrators are currently using in RMS. Once we have a better understanding of usage rates of particular dashboards, we can explore what additional information it is possible to include in the dashboards going forward. To assist us in getting a baseline understanding of how you make use of the RMS dashboards, please complete a very short survey **here** prior to January 9, 2023. Thank you in advance for sharing your feedback!

CGPS Service Desk Update

A new **Policy Exception Request** forum is now available within the Grad Admin forms in the Service Desk. This can be used anytime you would like to initiate a discussion/make a request related to exceptions to polices related to admissions requirements, program requirements, etc. through your CGPS Program Advisor.

Reminder - Grad.Usask.ca Annual Program Page Review

Ensure information for your programs' prospective students is up-to-date by contributing to the annual review of **grad.usask.ca**, the university's prospective graduate student website. As many application deadlines are approaching, we want to help you ensure the information about your programs is updated and accessible to future students to support them through the application process.

If you have not done so yet this year:

- review your **program pages** for accuracy, and
- send any edits following these **instructions** to the TLSE Service Team by January 6th. If your page does not need any changes, please notify Federica, who is leading the review, by email at **Federica.giannelli@usask.ca**.

MyCreds Reminder

Confirmation of enrolment and confirmation of graduation documents are now issued through **MyCreds**. Documents issued through MyCreds are secure, official and certified listings of a student's educational record and can be easily shared with anyone.

There is a cost to issue confirmation of enrolment and graduation documents through MyCreds. Each share credit costs $10 (plus tax), is non-refundable and gives the requester 120 days to share the document an unlimited number of times. It is important to note that if enrolment/graduation information changes after the order is placed, the document will not be updated and a new document will need to be ordered and a new share credit paid for.

Visiting Research Student (VRS) Information

Questions about VRS? Be sure to bookmark our **VRS info page** and share with faculty or prospective VRS students.

Credential Evaluation Bring Your Work Sessions

As a follow up to a suggestion made at the Fall Graduate Administrator Forum, we will be scheduling Credential Evaluation bring your work sessions. These will be 'come and go.' If you have a CE question that you'd like to ask, or a particularly difficult transcript you'd like to work through, please join and Abu will answer your question(s)/walk you through the transcript, etc.

Currently scheduled sessions held via Teams are:

January 10th, 2:00 – 3:00pm - **Click here to join the meeting**

Meeting ID: 268 448 929 954
Passcode: pC6PYk

Training for Graduate Administrators – adding thesis titles

As of the Fall 2022 convocation cycle there were changes to the application to graduate process with the release of the Banner 9 Self Service Application to Graduate.

Graduate Administrators are now responsible for ensuring that all Master's Thesis, Master's Project, and PhD Thesis titles are accurately entered in Banner Student Admin during the convocation processing period and are correctly associated to the appropriate degree record. This data must be entered for each graduating student as it will appear on their official transcript.

Our colleagues in SIS have kindly agreed to offer a refresher training session prior to the next convocation cycle. This session will be held via Teams on April 4th at 9:00am. A formal calendar invite will be sent out closer to the date of the session but you can also **Click here to join the meeting**. Meeting ID: 219 063 112 493 Passcode: LGX6sF

There have also been updates to the Convocation Training Manual based on experiences of the first run through. The updated manual is titled "Maintaining Degree Record – November 2022" and is posted on the **SIS SharePoint site** in the Category: Convocation – Academic History and Sub-category: Convocation – Academic History. The additional information is on pages 15 to 18. Please be sure to use the most recent version of the manual going forward.

Distinguished Graduate Mentor Call for Nominations
A brain to pick, an ear to listen, and a push in the right direction...the call for USask's next Distinguished Graduate Mentor is now open - deadline to nominate is Jan 31st . **Details @ cgps.usask.ca/DGM.**

For New and Returning Students
Get prepared for a deep dive into your particular area of study and find your passion. We've got students covered with a full slate of lunch & learn topics to get them engaged with grad studies life at USask. **Register here**. Coming up in January:

Jan. 5	12:00-13:00	In case you missed it: Get Ready for Grad School with a guided tour of the Grad Hub, USask's grad school head start.

| Jan. 19 | 12:00-13:00 | Indigenous graduate student roundtable | hosted by Kim Fraser-Saddleback. |
| Jan. 26 | 12:00-13:00 | Tour the tunnels with Andrew | collect stickers as you explore USask's campus through the tunnels. BYOL (Bring your own lunch). |

The CGPS Operational Bulletin is sent to Graduate Administrators and Graduate Chairs

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