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Important graduate studies information for programs and units

Advisory and Defence Changes (and processes) update

A set of changes to enhance advisory committee composition and thesis/dissertation defence processes for master's and Ph.D. programs was approved by CGPS Council in January 2022. Key changes are summarized [here](#). In association with these policy changes, we have also been working to streamline defence processes and paperwork. As discussed at the recent joint Graduate Chair and Graduate Program Administrator Forum, moving forward, Graduate Program Administrators will be able to access all defence forms (aside from those associated with the External Examiner for PhD defences) themselves online [here](#) including:

- GPS 403.4 – Report of the Oral Defence of a Master's Thesis (the only form required following the defence of a Master's thesis)
- GPS 403.5 – Report of the Oral Defence of a Doctoral Dissertation (the only form required following the defence of a PhD dissertation)
- Graduating Student Checklist
- Updated Policies and Procedures for PhD Defences document

For defences taking place on or after May 1, CGPS Program Advisors will no longer be sending PhD defence paperwork to respective units through defence tickets as they will be

able to access the forms online. Please be sure to use the updated forms for all PhD and Master's defences that take place on or after May 1.

Attached is a quick process map that outlines the various steps taken as part of PhD defence process. If you have any questions regarding this updated process, please contact your CGPS Program Advisor directly.

Paying International Students Studying Outside of Canada (Tuition and Fees) in Spring and Summer 2022

As a follow-up to the email from Dean Burshtyn on April 22nd, we will continue to use the same procedures for paying international students studying outside of Canada tuition and fees for Spring and Summer 2022. We anticipate this will be the last cycle we will be offering this method of payment to international students studying outside of Canada. The number of international students processed last term has dropped significantly and most of these students have now arrived in Saskatoon.

The deadline to submit payments for international students is **May 13th, 2022** to intlgradstudent.payment@usask.ca If you have any questions, please e-mail intlgradstudent.payment@usask.ca.

Student-Supervisor Agreement

As a reminder for graduate faculty, get off to a good start with your new graduate students by sitting down with them and talking through the completion of the [student-supervisor agreement](#). It is a program requirement and must be completed within the first 12 months of a student's program. It covers many areas, but most importantly it gets you talking about what you can expect from one another. Please note that the Student-Supervisor Agreement is separate and distinct from any lab or departmental agreements that may be required within specific programs.

RMS Recruit Tips for Graduate Program Administrators

- If adding a new supplemental item for whatever reason to an application, do not replace the old supplemental item with a new one. Simply add a new one and mark the old supplemental item as incorrect.
- To reduce the likelihood of potential system errors within the student portal on the web front end, be sure to mark applications as complete before entering a recommendation code.

[2022-2023 Banting Postdoctoral Fellowships Competition](#)

Launched by the Vanier-Banting Secretariat, this program offers funding for individuals with PhD, PhD-equivalent or health professional degree completion between September 15, 2019 and September 30, 2023 (inclusive) and is open to both Canadian and international researchers. The Banting PDF competition is highly competitive and includes a rigorous internal review and selection process.

Important dates:

- May 16, 2022 (2:00 PM to 3:30 PM) – Banting information session. To register: https://usask-ca.zoom.us/meeting/register/tJlof-ivpistHtJLctZ96rJCYVlvIC-1_ga
- June 15, 2022 – USask Notification of Intent (NOI) package deadline
- July 25, 2022 – Full Draft Application deadline (for applicants selected at the NOI stage)
- September 21, 2022 – Final submission to Banting (must be endorsed by USask)

[Find competition details here.](#)

Special Response Fund for Trainees (Ukraine)

The Government of Canada has [announced](#) special funding, in the form of supplements to existing research grants, that will provide relief and assistance to research trainees from Ukraine.

The Special Response Fund for Trainees (Ukraine) is administered by Canada’s three federal research funding agencies – the Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council (NSERC) and the Social Sciences and Humanities Research Council (SSHRC) – and provides support to graduate students and postdoctoral researchers directly impacted by the Russian regime’s invasion of Ukraine.

Specifically, this temporary funding will help trainees currently in Canada who were expected to return to Ukraine in 2022 but cannot due to the current crisis, as well as trainees currently in Ukraine who wish to continue their planned studies and research in Canada.

Active and eligible grant-holders can apply for this special supplement by completing and submitting a short application [form](#). The fund will allow up to \$20,000 for the master’s level, \$25,000 for the doctoral level and up to \$45,000 for the postdoctoral level and will be in the form of supplements for salaries and stipends that may extend for up to one year. Applications will be accepted using a continuous intake up to December 22, 2022.

NSERC grant-holders: For further information visit NSERC’s webpage on the [Special Response Fund for Trainees \(Ukraine\)](#).

CIHR grant-holders: For further information visit CIHR's webpage on the [Special Response Fund for Trainees \(Ukraine\) – Information for CIHR Grant Holders.](#)

SSHRC grant-holders: Please use the following link to access SSHRC's webpage for more information on the [Special Response Fund for Trainees \(Ukraine\).](#)

Registration for Dual Degree Students

Beginning May 1, students who are pursuing a formal dual degree program will be able to register in a special placeholder class at USask during the portion(s) of their program in which they are studying and registered at the partner institution. This placeholder class will assess student fees and enable students to maintain fulltime status but will not assess tuition – preventing students from being required to pay tuition to both institutions simultaneously. Only CGPS staff can register students in this placeholder, so please be sure to notify your CGPS Programs Advisor if/when one of your Dual Degree students confirms their registration at the partner institution.

Scholarship Competition - Spring/Summer Term Deadlines

May 9, 2022

[COGECO Graduate Communications Scholarship](#)

[Frederick Wheeler & WHT Spary Graduate Scholarship](#)

[George & Arlene Loewen Family Bursary](#)

[Gerry Rempel Graduate Scholarship](#)

[Harvey Graduate Scholarship](#)

[Ivan & Margaret Toutloff Bursary](#)

[John Larson Cancer Research Trust](#)

[Muriel J. Clancy Bursary](#)

[Robert Guy Memorial Scholarship](#)

[Robert Stoddart Memorial Scholarship](#)

June 30, 2022

[Graduate Research Fellowships \(GRFs\)](#)

[Graduate Teaching Fellowships \(GTFs\)](#)

August 1, 2022

English as a Second Language (ESL) Bursary – Fall 2022

John Spencer Middleton & Jack Spencer Gordon Middleton Graduate Bursary

Graduate Student Hiring and Pay Changes

In response to numerous concerns raised by Graduate Students and departments, PSAC and the University have signed a new Memorandum of Agreement allowing the University to improve Graduate Student hiring processes. To that end, **effective May 1, 2022, the option of hiring Graduate Students into a term or hourly; and casual appointments will resume** allowing a more consistent onboarding process and desirable payroll practices for Graduate Student Employees.

With the recent changes to collective agreements that includes the requirement for [letters of offer](#) to be submitted, ConnectPoint now supports non-casual PSAC Graduate Students. You will be able to use the [Hire a Person](#) or [Submit a Separation](#) eForms for submissions.

As a reminder, graduate students that hold both a scholarship or stipend and a casual position, they will receive their scholarship on the 15th and the last day of the month and their casual position earnings on the 6th and the 21st of the month.

Aurora Now Part of the Grad Hub

In an innovative approach to preparing graduate students and postdoctoral fellows to adapt to a post-pandemic job market, the College of Graduate & Postdoctoral Studies has partnered with [Beyond the Professoriate](#) and is offering free access to the Aurora career-exploration platform. [Find out more here.](#)

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

Attachments:

[PhDDefenceProcess.pdf](#)