

## Process for Proposed New Okanagan Campus Graduate Awards

Is the proposed award funded by **internal** to UBC or **external** (donor) monies?

Internal                      External    →    Development & Alumni Engagement (**Paul Greenhough**)



Is the main criteria for the proposed award academic **merit** or financial **need**?

Merit                      Need        →    Enrolment Services (**Michelle Davis**)



College of Graduate Studies (**Deanna Roberts**)

1. Proposing faculty organizes award description based on CoGS [template](#)
2. Proposing faculty sends award description to CoGS for input
3. Proposing faculty brings proposal to UBCO Graduate Council for review (as per [Senate Policy 0-4.2](#))
4. Graduate Council provides proposing faculty with filled and signed Award Consultation form
5. Proposing faculty sends proposal, with Graduate Council Award Consultation form attached, to the Senate Admissions and Awards Committee (as per the [University Act](#))
6. Senate Admissions and Awards Committee sends proposal to full Senate
7. Proposing faculty notifies CoGS when award passes Senate
8. CoGS sets up award in the SISC and creates PG for paying out award
9. Awarding faculty annually uses a Hyperion Transfer to deposit award payment money into CoGS account
10. Awarding faculty forwards CoGS nominated students
11. CoGS pays out nominated, eligible students via the SISC

\* **The Provincial *University Act*** states that the Senate has the power and responsibility to “set criteria for awards recognizing academic excellence”

[www.bclaws.ca/civix/document/id/consol25/consol25/00\\_96468\\_01](http://www.bclaws.ca/civix/document/id/consol25/consol25/00_96468_01)

\* **UBC Senate Policy 0-4.2: Governance of the College of Graduate Studies** states that the Graduate Council is responsible for “Recommending the standards, criteria and terms of graduate scholarships and awards to the Board and Senate” [senate.ubc.ca/sites/senate.ubc.ca/files/downloads/O-4.2-COGS-Governance-Senate-Approved-20181122\\_0.pdf](http://senate.ubc.ca/sites/senate.ubc.ca/files/downloads/O-4.2-COGS-Governance-Senate-Approved-20181122_0.pdf)

\* **Designated Graduate Program:** A Designated Graduate Program is a program that leads to a graduate degree and that is designated by the Vice-President Academic and Provost. Funding for Bursary Awards in Designated Graduate Programs is available online at <https://academic.ubc.ca/bursary-support-designated-graduate-programs>

\* **UBC Award Definitions**

[www.calendar.ubc.ca/vancouver/index.cfm?tree=3,299,0,0](http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,299,0,0)

**Academic Award** shall mean a student award where academic achievement is the sole criterion under consideration.

**Bursary** shall mean a student award given on the basis of assessed financial need. Any student award that takes financial need into account is never indicated on a student transcript.

**Continuing** shall mean a student award given on the basis of merit, academic or otherwise, demonstrated by the student in the course of studies at the University.

**Entrance** shall mean a student award given according to criteria including merit demonstrated by the student prior to commencing studies at the University.

**Fellowship** shall mean a student award given at the start of the academic year to a graduate student primarily based on academic achievement and/or research ability/potential.

**Medal** shall mean a non-monetary student award, normally given near the end of the academic year based on academic merit.

**Merit-based** shall mean that a student award is given based on academic or other merits.

**Need-based** shall mean financial support given to a student based on financial need. Any student award that is based on financial need is not indicated on a student transcript.

**Non-academic Award** shall mean a student award where neither financial need nor academic achievement is the sole criterion under consideration. (e.g., a student award given on the basis of non-academic merit, or a combination of academic and non-academic merit, or a combination of merit-and need-based criteria). Non-academic awards are not indicated on the student transcript.

**Prize** shall mean a student award given to a student to recognize academics and/or achievement of the academic year that has just ended.

**Scholarship** shall mean a student award given to a student on the basis of academic achievement, usually disbursed at the beginning of the academic year.

**Student Award** shall mean any type of financial award or assistance that is given to students by the University or by donors through the University.