

NOTE: This form is to be signed by both the student and Faculty Member after they have discussed funding and agreed on supervision of the applicant. The form must then be returned to the Office the Deans. Your file will not be considered complete and an offer of admission will not be sent until this form is completed and returned to the Office of the Deans.

Graduate Student Funding Information Sheet

Student name: _____

Degree sought: _____

Desired admission date: _____

Proposed Supervisor: _____

This form is intended to ensure that a feasible arrangement for personal and research funding of a graduate student applicant has been discussed and agreed upon by both the student applicant and the proposed supervisor (Note: in Programs where students are not normally admitted to a degree with a supervisor, a designate for the proposed Program can sign this sheet). It is intended to help the student applicant decide whether or not he/she can accept a graduate position at UNBC if an offer of admission is made.

Expected Costs:

Current graduate students estimate that the minimum annual costs of living in Prince George as a single graduate student are \$12000, including annual tuition fees of \$3900 -\$5400 per year. The targeted time to completion at UNBC is 2 years for a Master's degree, and 3 years for a PhD, however it must be recognized that actual completion times of individual students may be longer. The student applicant should discuss expected length of time required to completion with the proposed supervisor.

The annual costs of pursuing a graduate degree at UNBC can be covered from several sources (either individually or in combination). For example:

- external scholarships (e.g. NSERC or SSHRC) or bursaries
- stipend provided from a supervisor's research grant
- a Teaching Assistantship (TA) provided by UNBC
- student's personal resources (self-financing)
- part time or summer work either within or outside UNBC

Stipends from Research Grants:

If personal support costs for the student are to be provided by the supervisor's research grant, the student should request that the terms of the financial agreement are specified in an official letter from the supervisor to the student. This letter should indicate the amount, source and duration of support, and indicate if any of these are conditional upon terms of the grant, or performance reviews of the student. It should be recognized that funding from research grants or contracts which are "pending" is uncertain.

Teaching Assistantships:

A limited number of TAs are available, to be awarded competitively, upon entry into a graduate program at UNBC, and either pay \$4284 (half TA) or \$8568 (full TA) during the academic year. A full TA requires approximately 12 hours per week of work during the 8 month academic year. In addition, each semester there are a small number of TA positions that are awarded to students

who are in course and do not hold a regular TA award. These latter TA positions are awarded based on the best match between student teaching abilities and the needs of particular courses. TA awards in this second category can not be “counted on” as a source of funding. In order to be considered for a TA award, the student applicant must have a minimum GPA of 3.33 and complete a TA application form. UNBC is unable, for budgetary reasons, to guarantee TA awards beyond the fiscal year in which a student is admitted.

Does the SUPERVISOR require that a Continuing TA be made available to the student before a letter of offer is provided to the student? Yes No

Does the STUDENT require that an offer from the University include an offer of a Continuing TA? Yes No

Note #1: If you are interested in a Teaching Assistantship, you must apply separately to enter the TA competition on the form provided in your application package.

Note #2: Funding which is provided the student by UNBC or the supervisor’s research grants is contingent upon the student remaining in good academic standing.

Self-financing:

Self-financing includes any source of funding contributed by the student. It may include part-time work, but it should be recognized that in many disciplines, part time or summer work is not possible (e.g. due to required field work). Even where possible, part-time work may make it difficult for a student to successfully complete her/his graduate program in a reasonable time period. The student applicant should discuss this issue with the proposed supervisor.

Anticipated research costs:

In addition to personal support costs associated with graduate study, some studies may require the student to pay all or part of the costs associated with carrying out the research (e.g. travel or other research expenses) associated with the Thesis or Project. The student applicant should discuss these expected research costs with the proposed supervisor and reach an agreement on how they will be met.

Have costs of research been discussed? Yes No

If you wish, you may provide details in the space below (optional):

We acknowledge that we have read and discussed the items above:

Signed: _____
Proposed Supervisor or Designate Student Applicant

Date: _____