

Ryerson Graduate Fellowship (RGF), Ryerson International Student Scholarship (RISS), Ontario Graduate Fellowship (OGF), Ryerson Graduate Development Award (RGDA), Rogers Fellowship

To accept the offer of a Ryerson University scholarship, fellowship or award, you must agree to these terms and conditions. Review this document carefully.

If you are an incoming student, you must also accept your Offer of Admission by the confirmation deadline or you will forfeit your funding offer.

Scholarships, Fellowships, Awards (funding):

- An offer of funding is not transferable to other Ryerson University graduate programs.
- Funding is only tenable for the period defined in the offer.
- Funding is not paid for any terms in which you are not enrolled.
- Funding must be returned for any terms in which you are not enrolled.

Registration: You must maintain full-time enrolment and be actively engaged in academic pursuits and attend your graduate program at Ryerson University during EVERY MONTH of the term in which you have received a payment. If you withdraw, complete your program, transfer to part-time status, take a leave of absence or fail to complete the term, you may be required to forfeit and repay all or part of your funding.

Funding Renewal: At the *Master's* level, funding consideration is automatic in the second year of a two year program. Funding offered would vary in duration from one term to three terms based on the expected time to completion associated with the program. At the *Doctoral* level, funding consideration is automatic from one to three years in addition to the funding offered in the first year.

Renewed funding in subsequent years of study remains subject to these terms and conditions.

Withdrawal, Completion, Transfer to Part-Time, Leave of Absence, Failure to Complete the Term:

If you anticipate withdrawing, completing your program, transferring to part-time, taking a leave of absence from your full-time academic studies during the term of your funding for any reason or if you fail to complete the term, you must notify your [program administrator](#) immediately. In the case of withdrawal, you must also proceed with the withdrawal process.

Withdrawal during a term in which you have received funding will require repayment based on the University's tuition refund policy:

- i. Full repayment if withdrawal occurs before the final date to withdraw and be eligible for a full refund of fees.
- ii. 50% repayment if withdrawal occurs before the final date to withdraw and be eligible for a 50% refund of fees.
- iii. No repayment required if withdrawal is after the 50% refund withdrawal deadline date.
- iv. **OGF and Rogers Fellowship:** You must maintain full-time enrolment and attend your graduate program at Ryerson University during EVERY MONTH of the term in which you have received a payment. If you withdraw, transfer to part-time status or fail to complete the term, you will be required to repay the OGF or Rogers Fellowship. OGF and Rogers Fellowship award holders who complete their degree requirements (submit and defend their thesis, complete their courses, etc.) will continue to receive their funding until the end of the affected term.

Leave of absence: All fees and all funding types are reversed in total to the start of the affected terms.

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Funding disbursement and fees: Payments begin in the term that your funding was approved to start and are paid in three equal instalments during the first month of each academic term in September, January and May through your fees account in [RAMSS](#) (Ryerson's Administrative Management Self Service) after your term enrolment has been confirmed. Funding is deposited to your fees account first to ensure that a t-slip for income tax purposes is automatically generated.

Funding applies to your fees balance first. If a credit remains, you may [REQUEST A REFUND](#) in RAMSS. Refunds are processed by e-transfer. [KEEP YOUR RAMSS MAILING ADDRESS CURRENT](#). The payment processor will contact you after your account balance is updated. Monitor your Ryerson email including the spam folder. You have the option to leave any credit in your account to apply against future fees.

If there is a balance payable, you must pay this before the deadline or [LATE FEES](#) will apply.

Verify every term that your funding has been correctly applied to your account. If you discover any discrepancies, contact your [program administrator](#) immediately.

[Visit this RAMSS Support link for instructions such as viewing your academic, financial and personal information at Ryerson University.](#)

Ontario Student Assistance Program - OSAP: If you apply for OSAP, **do not** declare your RGF, RISS, OGF, RGDA or Rogers Fellowship funding on your OSAP application. The University does this on your behalf when your funding is processed in RAMSS. If your funding changes in any way throughout the academic year - whether it is reduced, increased, rescinded or otherwise altered in any way - you must notify [Ryerson Student Financial Assistance](#) as soon as possible.

Tax Slips and Social Insurance Number (SIN) Information Collection: Tax slips reflect funding processed in RAMSS for the respective calendar/tax year not the academic year. [Tax slips may be downloaded from RAMSS](#). If there are any discrepancies discovered with your tax slips, [contact the Ryerson Office of the Registrar](#).

The University will contact you if your Social Insurance Number (SIN) is not on file on your RAMSS account.

Additional Terms and Conditions and Funding Conflicts: Refer to the funding in this section which you have been offered in the letter which accompanied these Terms and Conditions. Make note of the name of your funding and then carefully read the applicable section that is specific to that funding.

Ryerson Graduate Development Award (RGDA): The RGDA is compatible with all funding types. Students with external or internal funding are eligible to be considered for a top-up in the form of an RGDA.

Ryerson Graduate Fellowship (RGF), Ryerson International Student Scholarship (RISS), Ontario Graduate Fellowship (OGF): If you receive or accept internal or external funding: CIHR, NSERC, SSHRC, Vanier CGS, OGF, OGS, OTS or QEII-GSST, you must forfeit or decline the RGF, RISS and OGF, whichever the case may be. RGF, RISS and OGF may not be held concurrently.

Ryerson Graduate Scholarship (RGS): You may not hold any of this funding concurrently with the RGS: OGF, RGF, RISS, Rogers Fellowship, CERC funding. Eligible students may be considered for top-up funding in the form of an RGDA.

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Rogers Fellowship: The Rogers Fellowship is valued at \$20,000 and is paid in three equal instalments on a per term basis. If you hold a \$20,000 Rogers Fellowship and you are awarded an external scholarship or funding that is administered by the University that is greater than \$5,000, you must accept this funding in place of your Rogers Fellowship. You will then receive a new Rogers Fellowship or RGDA, which will bring the total value to a minimum of \$20,000.

You may not hold any of this funding concurrently with the \$20,000 Rogers Fellowship: CIHR, NSERC, SSHRC, Vanier CGS, OGF, OGS, OTS, QEII-GSST, RGF, RGS, RISS.

Ontario Graduate Fellowship (OGF): The OGF is valued at \$12,000 and is paid in three equal instalments on a per term basis. You may not hold any of this funding concurrently with the OGF: CIHR, NSERC, SSHRC, Vanier CGS, OGS, OTS, QEII-GSST, RGF, RGS, RISS, Rogers Fellowship, CERC funding.

Ryerson International Student Scholarship (RISS): You must notify your program administrator immediately if your international student visa status changes. You will no longer be eligible for the RISS in a term in which you are charged domestic fees. You may not hold an RGF while in receipt of a RISS. Eligible students may be considered for top-up funding in the form of an RGDA.

Canada Excellence Research Chairs (CERC): CERC graduate stipends are compatible with RGF, RISS and RGDA.

I HEREBY SWEAR THAT I WILL BE ENGAGED FULL-TIME IN ACADEMIC PURSUITS DURING EVERY MONTH THAT I AM RECEIVING THIS FUNDING. I UNDERSTAND THAT I AM RESPONSIBLE FOR REPAYING THE FUNDING IN FULL IF I VIOLATE THESE TERMS AND CONDITIONS.

I confirm that I have read, understood, and will abide by the Terms and Conditions above and any other Terms and Conditions that are associated with my funding and any external or internal funding that I may receive and is processed by Ryerson University.