

**FACULTY OF MEDICINE, GLSE
ADDITIONAL INFORMATION FOR SGS GUIDELINES ON REGISTERING FOR
TUITION EXEMPTION ON BASIS OF PROGRESS DELAYS DUE TO COVID19**

Updated: July 30, 2020

The following document is informed by discussions that took place at the SGS Dean and Graduate Chairs meeting on July 21, 2020.

The Chairs agreed to **revise the eligibility criteria for FOM research stream graduate students** who wish to apply to this tuition waiver. It was agreed that students could apply for this tuition waiver at any time during the 2020/21 academic year. Below are the additional criteria that applicants must meet

- 1) Student was registered in Winter 2020 and/or Summer 2020 term
- 2) Student must demonstrate that his/her guaranteed funding package cannot be supported by his/her supervisor (i.e. no other funding options available) for this requested extension

These additions remain within the SGS guidelines and its principles, as confirmed by Dean Barker. Applicant must meet these new criteria AND those outlined by the SGS guidelines. A harmonized approach on eligibility criteria and implementation is necessary for research stream graduate students because of the Harmonized Stipend Agreement among the 9 graduate units (i.e. BCH, IMM, LMP, MBP, MMG, NUSCI, PCL, PSL, IMS). **TABLE 1** is a breakdown of SGS eligibility criteria and the proposed FOM additions and/or points of clarification.

In line with these changes, the eligibility criteria for Professional and Course Based Masters has also been revised. Please note that students in these programs do not have guaranteed funding packages and therefore, supervisory funding does not apply to these programs. **TABLE 2** is a breakdown of SGS eligibility criteria and the proposed FOM additions.

TABLE 1. Recommended Revisions to Criteria for Tuition Waiver for *Research Stream Graduate Students* in Faculty of Medicine

Category	SGS Criteria	Issues to consider	FOM Criteria (supported by SGS)
Registration	<i>No specific information about registration</i>	Include in FOM eligibility	Additional Criteria to add: Student must be registered in Winter 2020 term and/or Summer 2020 term
Academic Progress	Students were making good progress with their thesis/dissertation prior to COVID-19 and data collection or access to necessary sources has been significantly impeded due to pandemic-related impacts (e.g., labs closed, fieldwork cancelled, access to materials, archives or library sources has been impeded, personal circumstances). This disruption will have been documented using the COVID-19 mentoring record distributed in 2020.	What document to use?	Clarifying Sentence to add: Good progress is evidenced by latest student progress report (e.g. COVID19 mentoring record or previous PAC/progress report)
Alternative academic work completed	All feasible alternative academic activities (e.g., writing sections of dissertation or publications, coursework, professional development) have been completed	No issues	Remains the same
Additional work prior to defending thesis	Additional work is needed before the thesis/dissertation can be defended (e.g., insufficient data or material) or the major research paper is completed.	No issues	Remains the same
Consider revising research plan	The revised research plan will require an additional session of registration.	All efforts should be made to revise research plan	Clarifying Sentence to add: In collaboration with the student's supervisor, all efforts should be made to revise the research plan. If all option have been exhausted and a delay is inevitable, the student fulfills this eligibility criteria
Funded Cohort	The student will be outside the funded cohort and will receive little or no other funding towards tuition charged in the session for which they are applying for an exemption.	This does not apply to FOM since all students are guaranteed funding. Suggest revising this requirement to reflect FOM Harmonized Stipend Agreement	Clarifying Sentence to add: Under the FOM Harmonized Stipend Agreement, most students will continue to receive their guaranteed funding package beyond the funded cohort period. In collaboration with the supervisor, it must be demonstrated that student's guaranteed funding package cannot be supported by his/her supervisor (i.e. no other funding options available) for the requested extension.
Approval, Supervisor Cmt	Supervisory committee agrees that conditions (1) through (5) have been met.	No issues	Remains the same
Approval, Chair/GC	Departmental approval	No issues	Remains the same

TABLE 2 Recommended Revisions to Criteria for Tuition Waiver for Professional and Course Based Graduate Students in Faculty of Medicine

	SGS Guidelines	Issues to consider	Revised SGS Guidelines for FOM
Registration	No specific information about registration	Include in FOM eligibility	Additional Criteria to add: Student must be registered in Winter 2020 and/or Summer 2020
Academic Progress	Students were making good progress prior to COVID-19 and academic activities or access to necessary resources has been significantly impeded due to pandemic-related impacts (e.g., required courses or experiential learning activities have been cancelled or deferred, personal circumstances). This disruption will have been documented by the graduate unit.	What document to use?	Clarifying Sentence to add: Good progress is evidenced by latest student progress report (e.g. COVID19 mentoring record or previous PAC/progress report)
Outstanding Activities	Completion of outstanding academic activities will require additional time beyond the program length of their degree program.	No issues	Remains the same
Approval, Chair/GC	The Program Director and the Graduate Chair/Coordinator of the student's home graduate unit agrees that conditions (1) and (2) have been met and provides departmental approval.	No issues	Remains the same