



DATE

DEPARTMENT NAME

AAU APPROVAL REQUIRED

First Name:		<b>Grantee Approval</b>		<b>Account number</b>				
Last Name:		Print Name:		Fund	Department	Program	Project	Natural (Select One)
Employee Number:	Student Number:	Sign Name:						81330 (Canadian)
								81330 (International)
Total Scholarship paid in a lumpsum:				Start Date (MM/DD/YYYY):				
				End Date (MM/DD/YYYY):				

**NOTE:** ALL STUDENTS RECEIVING THE ABOVE SCHOLARSHIP MUST REPORT TO HUMAN RESOURCES TO PROVIDE REQUIRED DATA

**ATTENTION:** This form should be used only for those students who participate in a grantee’s research for the main purpose of qualifying for advanced degrees or obtaining graduate research experience that will advance their knowledge. Please consult the Research Assistantship Guidelines on the Graduate Studies website.

**I have read the Research Assistantship Guidelines and have determined that scholarship is the appropriate method of payment.**

\_\_\_\_\_  
**Grantee Signature**

\_\_\_\_\_  
**Date**

All amounts paid from this form as considered scholarship earnings. Since no employment insurance premiums are paid, no insurance benefits can be claimed. Students paid through these scholarships are not covered by Workers Compensation (WSIB). Scholarship is considered T4A income. No tax will be deducted. All amounts will be paid in a lump sum, not bi-weekly. Students may wish to consult with Payroll to amend their TD1 form depending on individual circumstances. **Due to the complexity of processing, students should anticipate a processing time of four (4) weeks.**

\_\_\_\_\_  
**Research Finance Approval**

\_\_\_\_\_  
**Date**

**Please submit a copy of this form to the RESEARCH FINANCE department at: [resfinance@uwindsor.ca](mailto:resfinance@uwindsor.ca)**