University of Windsor

Ontario Graduate Scholarship (OGS)
QEII-Graduate Scholarship in Science & Technology (QEII-GSST)

Application Instructions 2027-2028

PLEASE READ THESE INSTRUCTIONS CAREFULLY. YOUR APPLICATION MAY NOT BE ACCEPTED IF IT HAS NOT BEEN COMPLETED ACCORDING TO THESE INSTRUCTIONS.

For questions about completing the application please contact gradaward@uwindsor.ca

Complete this application if you are applying for either the OGS or the QEII-GSST to be held at the University of Windsor in 2027-28 (Starting in May 2027, September 2027 or January 2028).

Students in all disciplines are eligible to apply for the OGS.

Students in science, engineering and certain areas of kinesiology and psychology are also eligible to apply for the QEII-GSST. If you are eligible and wish to be considered for both scholarships, you need to complete only one application.

What are the eligibility requirements?

Students applying to hold the scholarship at the Master's level must have completed no more than twelve (12) months of study at the Master's level, at any institution, as of December 31, 2026
(Note that Masters students who exceed this limit may still apply if they will be registered in a PhD program at the time they take up the award)

Students applying to hold the scholarship at the PhD level must have completed no more than thirty-six (36) months of study at the PhD level, at any institution, as of December 31, 2026.

Students must have an average of at least 80% in order to be eligible for OGS or QEII-GSST

Please note: Students who are employed for more than 24 hours for week are NOT eligible to hold OGS or QEII-GSST.

What is the application deadline?

All application documents must be received in the department where you are/will be registered by January 6, 2027. Applications received after this date will not be considered.

In order to be considered for an OGS/QEII-GSST, students must either currently be registered in the graduate program for which they are seeking funding or have submitted a complete application for admission to that program by the department's admission application deadline, or by March 1, 2027, whichever is earlier.

NOTE: Students who are considering applying to more than one program and wish to be considered for the OGS/QEII-GSST in both programs must submit separate OGS/QEII-GSST applications to each program in order to be ranked by each program.

What does a completed application consist of?

1. Complete, up-to-date transcripts from **all** postsecondary institutions attended (including Windsor). **You must include transcripts from your current program, including Fall 2026, even if no grades are recorded yet.** Unofficial transcripts are accepted, however, please note that the University of Windsor reserves the right to request official transcripts at a later date if needed for verification.

2. Two Academic Assessment Reports (references)

3. Application form. The following pages are completed by student:
   - Application Checklist – Page 1
   - Notice, Consents and Signature of Applicant – Page 2
   - Personal Information – Page 3
   - Current Status and Proposed Studies – Page 4
   - Previous Studies – Page 5a (and 5b if applicable)
   - Previous Government Funded Graduate Scholarships – Page 6
   - Other Scholarships and Awards – Page 7
   - Research/Program Statement – Page 8a (and 8b if applicable)
   - Relevant Professional Activities – Page 9
   - Publications and Presentations – Page 10a (and 10b if applicable)
   - Special Circumstances (if applicable)

Presentation standards

The application must be typed using the template. Handwritten applications will not be accepted.
You must adhere to page limitations. Pages in excess of the number permitted will be removed.

Where do I submit my completed application?

A PDF copy of your completed application form and any supporting documents are submitted to the department where you will be registered. See the contacts listed below:

Argumentation Studies	argstudies@uwindsor.ca	History	history@uwindsor.ca
Biological Sciences	bioscigrad@uwindsor.ca	Human Kinetics	hkgrad@uwindsor.ca
Business Administration	mba@uwindsor.ca	Law	gradlawinfo@uwindsor.ca
Chemistry & Biochemistry	chembio@uwindsor.ca	MAME & IMSE	gradmame@uwindsor.ca
Civil & Environmental Engineering	gradsecycee@uwindsor.ca	Mathematics & Statistics	mthsta1@uwindsor.ca
Communication, Media & Film	cmfgrad@uwindsor.ca	Nursing	nurse@uwindsor.ca
Computer Science	csgradinfo@uwindsor.ca	Philosophy	philos@uwindsor.ca
Electrical & Computer Engineering	gradece@uwindsor.ca	Physics	gradphys@uwindsor.ca
Economics	economics@uwindsor.ca	Political Science	polscigrad@windsor.ca
Education	edugrad@uwindsor.ca	Psychology	psycscholarships@uwindsor.ca
English	englishgrad@uwindsor.ca	School of the Environment	earth@uwindsor.ca
Engineering Management	mba@uwindsor.ca	Soc, Anthro & Crim	gradsoc@uwindsor.ca
Film & Media Arts	cmfgrad@uwindsor.ca	Social Work	gradsw@uwindsor.ca
GLIER (Environmental Science)	glier-grad@uwindsor.ca	Visual Arts	soca@uwindsor.ca

HOW TO COMPLETE THE APPLICATION FORM

TIP: Clicking the "Tab" button to navigate between fields allows you to enter text more easily

TIP: Because the application form is a locked document, you will have limited access to formatting options (e.g., you will not be able to use bold, italics, indentation).

Page 1 – APPLICATION CHECKLIST

This is your guideline for ensuring you have a complete application.

- Sort the documents in the order that they are listed on the checklist form.
- Fill in your name and UWindsor student ID number (if applicable). Once you enter your information here it will automatically fill in throughout the rest of the form. You cannot enter your name and ID from any other page.
- Fill in your proposed level of study, proposed year of study and name of proposed program for 2027-2028, e.g., Master's, Year 1, Psychology.
- Check off the items in the student checklist column before submitting your application to the department.
- If you wish to self-identify as an Indigenous student, check off the box.

Page 2 – NOTICE, CONSENTS, DECLARATION, AND SIGNATURE OF APPLICANT

- Please read this carefully; this document includes the collection and use of personal information by the University of Windsor, your consent that we collect this information, as well as your declaration that all information provided by you is complete and true.

Page 3 – PERSONAL INFOMATION

- Permanent mailing address
  - Fill in your address to be used for correspondence
- Email address
  - If you are a current University of Windsor student, enter your UWindsor e-mail address; all correspondence with University of Windsor students will be to their UWindsor email address only.
  - If you are not a current Windsor student enter another e-mail address
- Citizenship status (Canadian, Permanent Resident or Study Permit)
  - Indicate your citizenship status at the time of application (as of January 6, 2027).
  - Proof of status will be required if you are awarded a scholarship.
- OSAP information
  - Students on restriction with OSAP are unable to hold an OGS/QEII-GSST award.
  - This information will be verified with the Student Awards and Financial Aid Office.

Page 4 – CURRENT STATUS

Note: You can be full-time or part-time at the time of application, but you must be registered as a full-time student, working 24 hours a week or less, at the time you take up the award.

Indicate whether or not you are currently registered at any postsecondary institution.
If "Yes", enter the information requested. If "No", proceed to Proposed Studies.

- Name of postsecondary institution
- Time period attended
- Program name
- Level of study
- Degree received (if applicable)
- Date degree requirements met (if applicable)

Page 4 - PROPOSED STUDIES

- Faculty and program
  - You must choose only one faculty and program for the purpose of this application.
  - Indicate your proposed faculty (e.g., Science).
  - Indicate your proposed program (e.g., Physics).
- Proposed level of study for 2027-2028. Your proposed level of study may be the same as your current level of study.
  - Program - Choose Master's or Doctoral.
- Date you began or expect to begin your studies
- Date you expect to receive your degree for your proposed studies
  - This date cannot be prior to December 2027, as you must hold the scholarship for a minimum of two terms (e.g., Spring and Fall, or Fall and Winter).

Page 5a - PREVIOUS STUDIES

- Complete, up-to-date transcripts are required for all institutions attended. Unofficial transcripts will be accepted, but please note that the University of Windsor reserves the right to request official transcripts at a later date if needed for verification.
- Include details for all previous studies; doctoral, Master's, and undergraduate.
  - Do not include college level education.

Page 5b - PREVIOUS STUDIES

- Additional page for previous studies if required.

Page 6 - PREVIOUS GOVERNMENT FUNDED GRADUATE SCHOLARSHIPS

- Indicate if you are holding or have held any of the following scholarships:
  - OGS, NSERC, SSHRC, CIHR, OGSST, QEII-GSST, Ontario Trillium or Vanier Canada Graduate Scholarships
- Refer to your original award letter(s) for the duration of the award and choose the total number of terms from the drop-down menu.
- We may verify previous awards held at any time.

Page 7 - OTHER SCHOLARSHIPS AND AWARDS

- List any other **competitive** post-secondary scholarships, fellowships, prizes and other academic or professional awards (excluding those listed above) you have received, and think would be the most pertinent to the adjudication of your application. Do not include: Dean's Roll; President's Roll; high school scholarships (e.g., Ontario scholar).
- Also list any awards or prizes that do not have a monetary value or duration but were awarded in recognition of exceptional performance, e.g., Governor General's Medal.

Page 8a - RESEARCH PROPOSAL/STATEMENT

- Maximum 1 page, single spaced.
- This must be written by the student and ideas and/or texts belonging to others must be properly referenced.
- Do not refer to URLs as the committees will not have time to look up the information

For students applying to a research-stream graduate program:

- Provide a detailed description of your research program or project during the period in which you will hold the award. Provide background information to position your proposed research/project within the context of the current knowledge in the field.
- Be specific and state your objectives.
- Outline your experimental or theoretical approach to be taken.
- State the methods and procedures you will be using.
- Write in **plain language**, so that it is readable by someone with a background in the discipline but who has no specific knowledge of your particular field of research.
- State the significance of your research or project in your particular field.
- If you have not yet decided on a specific project, you should still provide a description of a research project that interests you. You are not bound by this project. You may change your research direction or activities during the course of the award.

For students applying to a course-based graduate program:

- Describe your plan of studies, including proposed course work and any research work you may undertake. In addition, outline your rationale behind engaging in graduate-level work.
- If you are currently registered in a course-based program outline your current stage in your program and what remains to be done before you obtain your degree.

Page 8b – ADDITIONAL PAGE FOR CITATIONS FOR RESEARCH PROGRAM/STATEMENT

- This optional page may be used if you require additional space to list citations related to your research program/statement. It is not to be used as a second page for your research program/statement.
- Please use whatever citation style is appropriate for your area of study.

Page 9 – RELEVANT PROFESSIONAL ACTIVITY

- Maximum 1 page. Use the table provided on page 9 to list details.
- Include only those activities relevant to your degree program:
  - Practicum placement
  - Internship placement
  - Co-op placement
- List each activity as a separate point and include the relevant course number.
- If there is no course number, it cannot be included.
- Where applicable include the name and location of organization, e.g., Windsor-Essex Children's Aid Society.
- Do not include: GA, RA, TA, sessional instructor appointments, guest lectures, association memberships, e.g., Golden Key, or any activities not relevant to your degree program.

Page 10a and 10b - PUBLICATIONS AND PRESENTATIONS

- Students applying for a Master's-level award are allowed a maximum of 1 page – use Page 10a only.
- Students applying for a Doctoral-level award are allowed a maximum of 2 pages – use Page 10b in addition to Page 10a, if required.
- Group your contributions into two categories: refereed and non-refereed, and clearly label the categories.
  - Within these two broad categories clearly label each type of contribution, e.g., journal articles, patents, conference presentations, proceedings, posters, exhibitions, etc.
- Include only work that has been submitted, accepted, in-press, or published, and clearly label them as such.
- **Do not** include your thesis, work term reports or any articles that are currently in progress or those on which you do not appear as an author.
- **Do not** include any articles that are currently in preparation or those in which you do not appear as an author.
- If the work has been published, you must include the complete citation.

- Use a citation format commonly accepted in your department, e.g. APA, MLA, etc. **Example:**
    - MacMillan, J., Applicant, X.X., and Ahmed, H. (2019) Chemical composition in potions in Harry Potter. Journal of Alchemy. 269: 1120-1124.
- Do not use italics or bold text in your citations

Special Circumstances

- You may **add a maximum of 100 words at the end of the Publications and Presentations page** (starting a new page if needed) to describe any special considerations such as health problems, family responsibilities, disabilities, or other circumstances that have had an effect on your performance or productivity, including any delays in disseminating your research results or completing your degree. The weight to be given to any special circumstances will be determined by UWindsor's ranking committees.

Academic Assessment Reports 1a, b and 2a, b (reference forms)
Two reports are required (1a, b and 2a, b)

- The applicant will access the Academic Assessment Report 1a,b and Academic Assessment Report 2a,b on-line, complete the Candidate Information and Submission Deadline instructions prior to sending the form to their referees.
- The applicant indicates the e-mail of the department where the completed Assessment Report is to be submitted.
- The referee will complete both pages of the form and return it to the relevant departmental contact listed on the form (see the contact list on Page 2 of this document, and on the front page of the Application Form).
- Electronic/scanned copies emailed to the department coordinator are acceptable.
- Assessment Reports are not to be given to the student.

Examples of acceptable referees include your current academic supervisor, industrial/co-op supervisor, or another professor who knows you and can comment on your academic/research capabilities.

Tips for selecting referees and reference letters

- Potential referees should be contacted at least 2 weeks prior to the deadline, preferably sooner.
- Students should be direct and ask potential referees if they have the time and are able to provide a supporting reference letter that will speak to all aspects of the particular strengths of the application.
- Students should provide referees with a package of information that will assist them with writing the letter. This package should contain the student's:
    - Curriculum vitae
    - Copies of transcripts
    - List of research contributions, conferences, presentations etc.
    - Copy of the plan of study/research proposal, and
    - List of community involvement or other extracurricular activities that demonstrate leadership qualities

Submitting your application

Once you have completed the application, complete the Student Checklist on the Application Checklist (Page 1), and sign and date the declaration (Page 2).
Make a PDF copy of the application form and submit all your documents to the department where you will be registered. Email contacts for each department are provided on page 1 of the application.

Arrange for copies of all transcripts to be sent to the department by January 6, 2027.

The deadline to submit completed applications and supporting documents to the relevant graduate program is January 6, 2027. Applications submitted after this date will not be considered.

Application documents are available from the OGS/QEII-GSST competition website:

- *OGS/QEII-GSST Application Form*
- *OGS/QEII-GSST Application - Academic Assessment Report 1*
- *OGS/QEII-GSST Application - Academic Assessment Report 2*

If you have questions about the application form, contact: gradaward@uwindsor.ca