



## 2023-2024 ENTRANCE AWARDS REGULATIONS & NOTICE OF COLLECTION

PLEASE KEEP THIS INFORMATION FOR FUTURE REFERENCE

Amended 2023-02-27

By accepting a scholarship or an award which is assigned automatically or by nomination (does not require an application) or by application, you agree to the terms of use that govern the administration of the University of Windsor financial aid and awards program. The information collected by the University of Windsor's Student Awards and Financial Aid Office is collected under the authority of the University of Windsor Act, 1962-63 and is collected for the purposes of administering financial aid, scholarship and award programs. Where necessary, the University of Windsor may disclose your personal information to award donors and/or provide public recognition of achievement. For additional information, please visit <http://www.uwindsor.ca/studentawards/use-of-personal-info>. If you have any questions about the collection of your personal information or how the University will be using it, please direct your questions to the Director, Student Awards & Financial Aid Office, Chrysler Hall Tower, First Floor, University of Windsor, N9B 3P4, (519) 253-3000, ext. 3300, [ask.uwindsor.ca](mailto:ask.uwindsor.ca)

### Selection Criteria: Ontario Secondary School (SSO) & Secondary School Non-Ontario (Canada) (SSN)

A student's entrance scholarship offer is made based on a student's top 6 interim and final Grade 12 U or M level course grades (or Ontario equivalent level course grades). The May scholarship offer is final and will only change should a student's average on their top 6 final 12 U or M level course grades (or Ontario equivalent level course grades) increase for courses completed by June 30<sup>th</sup>.

### Selection Criteria: Foreign Secondary School (FSS)

A student's entrance scholarship offer is made based on a student's top 6 interim and final Grade 12 U or M level course grades (or Ontario equivalent level course grades). Foreign school grades are converted at the time of admission and an equivalent Grade 12 Ontario Secondary School average is calculated. The May scholarship offer is final and will only change should a student's average on their top 6 final 12 U or M level course grades (or Ontario equivalent level course grades) increase for courses completed by June 30<sup>th</sup>.

### Selection Criteria: CEGEP

Your scholarship offer will be based on your application for admission and best 12 final and interim CEGEP courses if you have no previous attendance at a post-secondary institution, and you have not attended a CEGEP institution for more than 2 years.

*2023 summer school grades are not considered in the final average calculation.*

### Definition of Full Time for Scholarship Eligibility – Domestic Students Only

The definition of full-time for scholarship eligibility for domestic students only is 60% or more of a full course load or 40% or more of a full course load for students with a documented disability. This policy applies to all institutionally funded undergraduate scholarship and bursaries as well as most donor/organizational sponsored awards unless otherwise indicated. The definition of full-time for international students remains at 80% or more of a full course load and aligns with the University's definition of full-time for tuition fee purposes.

### Minimum Course Load and Program Requirement

Students offered entrance scholarships must register full time (as defined above) for 2 semesters within the 2023/2024 academic year. Program-specific entrance awards will only be paid if the student chooses to enroll in the required program of study as specified by the scholarship's terms of reference. Students must follow the University Calendar's prescribed program path for their program of study to maintain eligibility. *If a student will be starting their full-time studies in the summer term, they must notify the Financial Aid Office via email to [stdawdadmin@uwindsor.ca](mailto:stdawdadmin@uwindsor.ca).*

### Award Substitution Process

The University of Windsor reserves the right to substitute all or part of a University of Windsor sponsored award e.g., Dean's Renewable Entrance Scholarship, by an equivalent donor-sponsored award (or awards) where appropriate. The actual amount of an award may be adjusted if the student receives a major award from another source.

### Sponsored Students

Students who are fully sponsored by their country of origin may not be eligible for an open entrance scholarship. In cases where a student may be offered an entrance scholarship and it is later determined that the student is fully sponsored, the entrance scholarship may be rescinded.

### Scholarship Deferral Policy

Students who officially defer their admission to the 2024/2025 academic year will also have their automatic entrance scholarships automatically deferred. Please note, donor-sponsored and special event awards/tuition prizes cannot be deferred. Refer to the [Scholarship Deferral Policy](#) for regulations on retaining scholarships for the next academic year.

### Acceptance of Entrance Scholarship Offer

After you have registered as a University of Windsor student in the 2023/2024 academic year but are unable to accept one or all of your scholarship offers, please notify the Student Awards & Financial Aid office in writing via email at [stdawdadmin@uwindsor.ca](mailto:stdawdadmin@uwindsor.ca). Be sure to send your email from your UWindsor email account.

### Renewal Requirements

Students receiving automatic entrance scholarships must register full time (as defined above) for 2 semesters within an academic year and maintain a minimum scholarship average of 85% at the end of each 2-term study (minimum cumulative average varies for other donor-sponsored awards, additional information can be found [here](#)).

Scholarship averages are calculated as follows:

Entering year – (Installments 1 & 2)	Top 6 grade 12 U/M courses used to calculate admission avg.
Installments 3 & 4	Top 6 courses from semester 1 and 2
Installments 5 & 6	Top 12 courses from semesters 1 through 4
Installments 7 & 8	Top 18 courses from semesters 1 through 6

### Renewal Requirements for Concurrent Education Students

Only grades from a student's undergraduate career will be used in the calculation of the scholarship average. Students in the Concurrent Education program will receive their scholarship in their three Undergraduate careers and their final Education career providing they continue to meet all requirements. The renewable scholarship will not be assigned in the first Education career.

### Payment

Renewable awards are paid based on a maximum of two academic terms within an academic year. Students who are fast-tracking their studies must email [stdawdadmin@uwindsor.ca](mailto:stdawdadmin@uwindsor.ca).

### Continuous Terms of Eligibility

To maintain continuous eligibility, it is expected that students will register in a minimum of two semesters during each academic year. Students will be allowed a maximum of 2 exemptions to this policy should it be necessary for them to take a term off or register below the minimum course load in any semester for personal reasons. If the scholarship has not yet been disbursed to the student, the scholarship will be assigned to the next academic term provided all other qualifying conditions exist i.e., minimum average and course load required are met. If the scholarship has already been disbursed, the University will not rescind the scholarship payment and the term will count against a student's terms of eligibility.

### Co-op Students

Co-op students must advise the Student Awards & Financial Aid Office of their intended work/study term plans to ensure that scholarships are credited to the correct study terms **only if** their study term sequence does not fall within the traditional academic year (fall/winter).

### Collaborative/Joint Programs

A student who is taking courses towards a collaborative/joint University/College program who holds renewable scholarship will only be eligible for scholarship payments during those terms when they are registered as a full-time University of Windsor student (up to a maximum of eight terms). Students who are offered University of Windsor sponsored scholarships who elect to start their program at the College, will forfeit their University of Windsor sponsored scholarships.

### Outstanding Scholars Candidate Scholarship

Students must be registered in an Honours program to be eligible for the Outstanding Scholars Program Candidate Scholarship except for certain Concurrent Education programs.

### Maximum Terms of Eligibility

Renewable awards may be received for a maximum of four academic years or eight semesters.

### Scholarship Payment Procedures

The student's Social Insurance Number (SIN) must be entered on the UWinsite Student Homepage > Profile > Personal Details > Add SIN, for tax reporting purposes.



University  
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### Scholarship Payment Procedures (con't)

Subject to the conditions specified within this document, most awards will be credited one semester at a time. The scholarship will appear on the UWinsite Student Homepage > Financial Account > Payment History as "Anticipated Aid" before the ensuing term fee deadline date (August 15 for Fall; December 15 for Winter; May 15 for Summer). Scholarship payments are made directly to the student account after the financial drop date in each semester (early October for Fall, early February for Winter and mid-July for Summer) should conditions continue to be met. For example, the Dean's Renewable Entrance Scholarship valued at \$10,000 over 8 semesters will be paid in \$1250 installments each term subject to the conditions specified above.

In cases where payment of funds results in a credit balance on the student's tuition/financial account, a refund can be requested by logging on to UWinsite Student Homepage > Financial Account > Account Services > Online Refund Request, after the scholarship payment date for each term.

In cases where a rescinded award results in a balance owing to the University, the student must promptly make payment to ensure that their tuition account remains in good standing.

### **IMPORTANT: Ontario Student Assistance Application (OSAP) – Process for Declaring Awards**

Students applying for government student aid funding through the Ontario Student Assistance Program, are **NOT** required to report the expected value of their 2023/2024 entrance scholarship(s). **The Student Awards & Financial Aid Office will report all entrance awards (both UWindsor and External scholarships) that are paid through the student's account at the University of Windsor to OSAP on the student's behalf by mid-August. Students must self-report on the OSAP application, any external scholarships paid directly to the student that are not sent to the University of Windsor for processing. Scholarships and awards may reduce a student's OSAP entitlement once they are reported.**

If you have any questions regarding your scholarship offer, please email [stdawdadmin@uwindsor.ca](mailto:stdawdadmin@uwindsor.ca). For additional information regarding other award and financial aid opportunities, please visit: <http://www.uwindsor.ca/studentawards/>

Apply for additional awards starting August 1<sup>st</sup> by logging on to [UWinsite Student](#) > Student Homepage > Award Profile.