

Centre on Aging Awards Frequently Asked Questions (FAQ)

If you have questions about submitting your application to the Centre on Aging scholarship adjudication committee, please **review our FAQ section first**. We have included the most commonly asked questions for the submission process.

- Students applying for awards tenable in the 2023–2024 academic year need to **submit up to three separate applications**: one for the Centre on Aging awards, one for the UMRA award, and one for the Alzheimer Society Graduate Fellowship.
- Submit your 2023–2024 student award application packages **electronically** to the Centre on Aging by email to: nicole.dunn@umanitoba.ca on or before the submission date of **May 19, 2023**.
- Students must submit e-copy post-secondary institution transcripts (per institution). This includes University of Manitoba transcripts as we cannot access your personal student information.

Eligibility for the awards

Q What do you consider an aging related project?

A For the purposes of the student awards, the research should focus on some aspect of the aging process or study older participants/subjects. Studying diseases as the focus, even if that disease commonly occurs in older people, might make the application ineligible for funding.

Q Is there a required minimum grade point average (GPA) that I must meet to apply for any of the awards?

A Yes there is. For the Jack MacDonell Scholarship for Research in Aging, the Centre on Aging Betty Havens Memorial Graduate Fellowship, and the University of Manitoba Retirees Association (UMRA) Scholarship, the minimum grade point average is 3.5 in the previous 60 credit hours (or equivalent). For the Barbara Jean Payne Memorial Award, the minimum is 3.0. You do not need to calculate anything as this will be completed by Financial Aid and Awards.

Q Can I apply for more than one award?

A Yes, you can apply for as many awards as you like as long as you are eligible for the award. In fact, we encourage you to apply for more than one award!

Q Do I have to be registered in a specific department/program to apply for any of the awards?

A No. Any student, with a focus on aging related research and who will be registered full-time at the University of Manitoba in the coming academic year, is eligible to apply for the Centre on Aging awards. The exception is the Esther and Samuel Milmot Scholarship where you must be in a department in the Faculty of Arts.

Any student attending a Manitoba university can apply for the Alzheimer Society of Manitoba Graduate Student Fellowship Award.

Q Do I have to be in a specific year of my program to apply for any of the awards? (e.g., first-year or fourth year graduate student)

A Yes. To apply for the Jack MacDonell, Betty Havens or UMRA awards, you must be enrolled full-time in the Faculty of Graduate Studies either

- in the first or second year of a Master's program, or
- within the first four years of a Doctoral program.

Q If I received an award from the University of Manitoba Graduate Fellowship, Research Manitoba, CIHR, SSHRC, etc., can I apply for the student awards?

A Any student who receives a major award—whether it is from the University of Manitoba or is externally funded—and the **value is greater than \$10,000** and will be applied towards the upcoming academic year in which the Centre on Aging award is tenable, is **not eligible** to apply for or hold the Jack MacDonell or Betty Havens awards.

Q I was recently awarded a scholarship award over two years for my full time graduate program. Am I eligible to apply for the student awards?

A If the value of your award is over \$10,000 and will be applied towards the upcoming academic year and would be held concurrently with a Centre on Aging award, then a student is not eligible to apply for the Jack MacDonell or Betty Havens awards.

Q Can I use my award to fund my graduate research?

A No, these awards are scholarships and will be applied to your student Aurora account. They cannot be used to fund your research.

Q If I am starting my Master program in the upcoming fall semester, am I eligible to apply for the graduate student awards?

A Yes. You may apply for any of the awards as long as you are currently accepted in a post-graduate program and will be starting full time in the upcoming academic year.

Q I applied to two different graduate programs and am waiting to hear which program I will be accepted into. Which program should I list on my application form?

A Identify one of the programs that you are applying to. Students who are not accepted into a post-secondary program are not eligible to receive graduate awards.

Completing the application form

Q Is it possible to add additional pages to the fillable application form (e.g. publications/presentations)?

A No additional attachments other than the research proposal and reference list will be accepted.

Q Does the one-page limit (or 500 word limit for the UMRA award) for the research proposal include references?

A As stated in the guidelines, the research proposal should adequately reference the published literature. You may attach a separate page for references but they are not included in the one page or 500 word (UMRA) limit for the proposal.

Q I am currently applying to the University of Manitoba and do not have a UM email address yet. What email address can I use?

A If you are not a current UM student and do not yet have a UM email address, you may use a personal email address until you receive your UM email address.

Submitting the application form

Q In what format should I submit the application form?

A Send your complete typed electronic application completed in full to the Centre on Aging: nicole.dunn@umanitoba.ca by the required submission date.

Submitting transcripts

Q Can I submit a PDF/electronic copy of my transcript from Aurora?

A Applicants can provide e-copy official or *unofficial transcripts in any of the following ways:

- Transcripts emailed directly from the academic institution to nicole.dunn@umanitoba.ca. **UM transcripts can be ordered through Aurora. Select 'Centre on Aging, University of Manitoba'.**
- Transcripts emailed to the applicant from the academic institution, and then forwarded to nicole.dunn@umanitoba.ca (please include the original email from the academic institution in the forwarded email).
- Hard copy transcripts uploaded by the applicant and emailed to nicole.dunn@umanitoba.ca. Retain the paper copy of any uploaded transcripts, as you may be asked to provide it for verification purposes.
- An unofficial transcript. To access your *unofficial UM transcript, see: <https://umanitoba.ca/registrar/transcripts>.
*NOTE: Only University of Manitoba students may be submitted unofficially.

Q How many copies of my transcript should I submit?

A If you are submitting an application for the Centre on Aging awards, UMRA award, and Alzheimer Graduate Fellowship, you need to **submit ONE electronic (PDF) copy** of your official (or unofficial) transcripts. This applies for each institution that you have attended. If you are providing hard copies (printed copies) of your transcript, you will need to provide a copy for each application.

Q Am I required to submit my undergraduate transcripts, as I am currently registered in a graduate program?

A Yes. You must submit your official transcripts from all levels of study from each institution you have attended.

Q I took some courses at a different post-secondary institution. Do I have to submit my transcripts from previous institutions?

A Yes. Submit transcripts from all recognized, post-secondary institutions attended, whether or not a degree has been awarded with your application package. A post-secondary institution is any institution you attended after completing high school. *NOTE:* If any transcripts are missing, your application will be incomplete and not reviewed.

Q I am an international student applying for an award. Do I still have to submit official transcripts?

A Yes. This may take time to arrange so start early. Late submission of any transcript will render your application incomplete and it will not be reviewed.

Formatting requirements

Q What are the specific formatting guidelines I should follow for submitting my application?

A The formatting guidelines are listed on page 8 of the Centre on Aging student award application; on page 7 of the UMRA award application; on page 7 of the Alzheimer Society Graduate Fellowship award application.

Providing references

Q I am just applying to the University of Manitoba and have not started my program as of yet. Who should I ask to provide a reference letter?

A If you are in the process of applying to the University and have not yet started, you can ask your prospective UM advisor for a reference letter even though you have not started working with your UM advisor yet. Your prospective UM advisor should already be aware of your transcripts and research proposal and can speak to that.

Your second letter of reference may come from any faculty member who is familiar with your work. They do not need to be from UM. For example, a previous research advisor from a previous post-secondary institution.

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