Award Announcement

To: Graduate Chairs/Directors; Graduate Coordinators; Graduate Administrators
From: Tara Lock, Graduate Awards Officer (Internal), Graduate Awards Office
CC: Luc De Nil, Acting Dean, Graduate Studies and Acting Vice-Provost, Graduate Research and Education; Charmaine Williams, Acting Vice-Dean, Students; Laura Stathopoulos, Director, Graduate Awards and Financial Aid
Date: October 12, 2018
Re: 2019 SWAAC Graduate Student Award of Merit

When communicating this information to students, please provide them with your graduate unit’s information, such as your internal deadline and contact information for submission of the application packages. Please note that U of T is only permitted to forward one nominee to the regional competition.

Award Overview

Student Deadline to Graduate Unit: Date set by Graduate Unit
Graduate Unit Deadline to SGS: December 10, 2018
Value/Duration: $3,000.00 for one year
Level of Study: Master’s or doctoral
Required Legal Status: Domestic or international
Results: March 2019 by agency

Purpose

The Senior Women Academic Administrators of Canada (SWAAC) organization was founded in 1987 and aims to promote female leadership in Canadian universities, colleges and technical institutes by supporting the development and enhancement of leadership skills. U of T is permitted to forward one nominee to the regional competition.

For 2019, five awards of $3,000.00 each will be provided to female graduate students studying in Ontario who have demonstrated outstanding leadership in the university or general community while maintaining exemplary academic records. Profiles on last year’s recipients can be found on SWAAC’s website.

Eligibility to Apply

Due to the highly competitive nature of this competition, applicants must:

- Be female graduate students pursuing a master’s or doctoral program at the time of application;
- Demonstrate a grade point average of at least “A” (i.e. 85%, 3.85/4.00) in both their undergraduate and graduate program – no exceptions; and
• Demonstrate **outstanding** leadership in the university or general community, including but not limited to such things as:
  - Executive positions in student organizations
  - Participation on committees (student committees and university committees)
  - Organization of special events, conferences, etc.
  - Involvement in advocacy groups
  - Involvement in volunteer organizations, within the campus setting and/or in the general community

**Application Process**

Applicants must submit their application to their graduate unit by the unit’s internal deadline. A completed application will consist of the following documents (no other supporting documentation will be accepted):

1. Biographical information (in narrative form, 1-2 pages), describing:
   - Former and current studies
   - Areas of interest (both within and outside the university), ambitions
   - Research, publications
   - Awards held
   - Community and/or volunteer work

2. C.V. (no page restriction)

3. Transcripts from all universities attended (official transcripts not required)
   - Photocopies must be certified

4. Three (3) letters of reference sent by the referees directly to the graduate unit (letters must be signed and clearly state the name and contact information of the referee)
   - At least one letter must attest to the applicant’s outstanding academic achievements
   - At least one letter must attest to the applicant’s outstanding leadership in the university or general community

**Please Note:**
Documentation sent directly (by the applicant, unit or referee) to SWAAC will **not** be considered. Applications that are incomplete, ineligible or are submitted after the deadline will **not** be considered.

**Results**

SGS will notify **all nominees** of the results of the University competition in January. Decisions regarding the regional competition will be announced by SWAAC in March.

**Contacts & Resources**

*Visit SWAAC’s website for further information.*

Please direct questions regarding this competition to:

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Graduate Awards Officer (Internal)
School of Graduate Studies
416-978-2386