

UNIVERSITY OF MANITOBA EMPLOYEES  
SCHOLARSHIP FREQUENTLY ASKED QUESTIONS

**Q:** What is the deadline to apply for the University of Manitoba Employees Scholarship?

**A:** The annual deadline for applications is at 11:59 p.m. on May 31, (when this date falls on a weekend or holiday, the deadline will be on the proceeding Monday at 4:30pm.

**Q:** When are applications available?

**A:** Applications are made available at the beginning of April every year.

**Q:** Where can I obtain an application?

**A:** Beginning in April of each year, applications can be obtained online at [www.umanitoba.ca/student/fin\\_awards/](http://www.umanitoba.ca/student/fin_awards/). Applications are also available at the Financial Aid and Awards Office, Room 422 University Centre (Fort Garry Campus), and at Room S211 Medical Services Building (Bannatyne Campus).

**Q:** I missed the deadline date. Will my late application be accepted?

**A:** No. As the pool of funds available in a given year is entirely disbursed, there are no funds remaining in any given year for late assessments.

**Q:** I only attended University for one term during the regular session (i.e., September to December).  
Am I eligible to apply?

**A:** Yes, provided that you have completed a minimum of 18 credit hours during that single semester in which you were a student.

**Q:** I completed my degree during the summer session. Can I still apply for the scholarship?

**A:** Yes. As the time frame considered for the purposes of this scholarship is always May 1 to April 30, study completed during the summer session falls under the next year's application. For example, if you completed your degree during the summer of 2009, you would complete and submit the application available in 2010. Remember, to be eligible for study completed during the summer session, a minimum of nine credit hours must have been completed between May and August of a given year.

**Q:** I attended another institution, not the University of Manitoba. My parent is an employee of the University of Manitoba. Am I still eligible?

**A:** No. The scholarship is available only to students who attend the University of Manitoba (i.e., students who pay tuition to the University of Manitoba itself).

**Q:** I am attending Université de St. Boniface. Am I eligible to apply?

**A:** If you are a University of Manitoba student who has completed courses on a Letter of Permission at another institution, like the Université de St. Boniface, in these sessions, these courses will be used for consideration of your course-load only and will not be eligible for reimbursement. The fees which are considered for reimbursement under this program are only the tuition fees that you have paid while you were a full-time student at the University of Manitoba in the academic sessions outlined below. If you are registered as a student only with Université de St. Boniface you are **NOT** eligible for this scholarship as Université de St. Boniface is now its own independent university.

**Q:** What is the definition of a University of Manitoba employee?

**A:** Employees of the University of Manitoba are defined as “all full-time or part-time regular employees whose work week is fixed at 50% or more of the work week during the full 12 month year spanning the academic session for which the student receives this award (i.e., the employees must meet the eligibility criteria as of May 1 and remain so until April 30 of the year in which his/her dependent or spouse receives the award).

**Q:** How do I submit my application?

**A:** Applicants are asked to scan signed application forms and email them to [umes@umanitoba.ca](mailto:umes@umanitoba.ca) by 11:59 p.m. on May 31.