

University. This policy does not apply to external awards to which a student can apply or be nominated.

- 6.2.2 Criteria may be mathematical in nature (e.g., to be given to the student with the highest mark in a particular program) or judgmental (where other criteria are included such as participation or demonstrated interest and achievement in a subject as deemed by a selection committee).
- 6.2.3 Only awards funded by the establishment of an endowed or annual trust fund will be considered formal awards. This does not apply to general university entrance scholarships.
- 6.2.4 The University, upon the establishment of a trust fund to support a donor funded award or scholarship, undertakes to abide by the terms attached to the funds received provided that such terms are consistent with other Toronto Metropolitan University policies.
- 6.2.5 Faculties or academic programs can issue awards which are not endowed or for which an annual trust fund has not been established if normally acceptable criteria, financial cost centres, advertising, recordkeeping, recipient selection and award presentation procedures are established and/or used that are consistent with the principles in this policy. Outlined procedures must be followed for the reporting and vetting of such awards and scholarships prior to

6.3.5 The University reserves the right not to grant an award in the absence of a suitable candidate, or to limit the number of awards where too few suitable candidates exist (e.g. entrance scholarships).

6.4 Amendment of Established Awards

The terms and conditions of established awards represent a formal agreement between the donor and Toronto Metropolitan University. Amendments may, however, become necessary due to changes or cancellations of particular courses or academic programs which have been named in the terms, or when there are no longer eligible students. Where the terms of such awards become impossible to fulfill, the University may amend the terms, in consultation with the donor where possible, to maintain the original intent of the donor as closely as possible.

Subject to the availability of funds, the University reserves the right to amend the terms of, to adjust the monetary value of, or to withdraw or suspend the granting of awards.

The process for amending awards is established in the procedures and shall be the same as if a new award were being established.

6.5 Discontinuation of Established Awards

The Awards Action Committee will consider and make final decisions regarding recommendations for the discontinuation of an established award.

7 AWARD REGULATIONS

7.1 Student Eligibility

7.1.1 To be eligible for awards, a student must have demonstrated an acceptable level of academic achievement with a clear academic standing.

7.1.2 A student can apply, be nominated, or be independently chosen or identified as a candidate for an award, depending on the terms established for the award.

7.1.3 Second baccalaureate degree students are normally eligible for academic awards which they have not already received while pursuing another undergraduate degree at the University unless specified in the terms of a particular award.

7.3.5 Students in a co-op/internship term are not eligible for awards requiring the submission of an application while they are in their work-terms. However, they are eligible for awards requiring the submission of an application when they return to their in-class studies.

7.3.6 Awards may be deferred up to one year unless otherwise specified in the terms of a particular award.

7.4 Award Recognition

Award recipients can reasonably expect that their names will be released to donors and there will be some form of public recognition.

7.5 Payment of Awards

7.5.1 Metropolitan fees account and applied to any outstanding balances owing. A credit balance that results from the application of an award to a student account can be refunded to the student. A student who withdraws, reduces his/her course load or otherwise alters his/her program of study so that they no longer meet the criteria for granting the award will be required to forfeit all or part of the award.

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7.5.2 Adjustments may be made to the above payment criteria for students with disabilities who have a reduced course load as an approved academic accommodation.

7.5.3 All award payments will receive appropriate tax receipts.

7.6 Award Process and/or Recipient Decision Concerns

7.6.1 All recipient selections will be fair and transparent.

7.6.2 Any concerns about a selection process should be addressed to the initial selection committee for resolution. Unresolved concerns should be addressed to the Awards Action Committee via the Student Awards and Scholarships Office.

8 UNDERGRADUATE GENERAL ENTRANCE SCHOLARSHIP PROGRAM

The University may fund a general entrance scholarship program as part of its strategic enrolment management (SEM) plan. Centrally funded general entrance scholarship terms and conditions are determined by the Undergraduate Admissions and Recruitment departments, in consultation with the Registrar, University Planning Office and other stakeholders.

9 RELATED UNIVERSITY POLICIES

Toronto Metropolitan University Benefactor Naming Policy Procedure
Toronto Metropolitan University Coordination of Donation Appeals and Gift Acceptance
Policy Procedure Toronto Metropolitan University Endowment Funds Policy
Procedure
Toronto Metropolitan

