

# Graduate Student Support

## Earn Type

**GSS - Graduate Student Support-** Fellowships/Scholarships administered by School of Graduate Studies

**DGS - Departmental Graduate Support** - For payment from department budget, grants, contracts, etc.

**GAS - Graduate Assistantships** - For payment of graduate assistantships NOTE: GAS must be paid over the period of the employment. It is in violation of the *Employment Standards of Newfoundland and Labrador* to pay such earnings 30 days after the employment start date.

### **GSS Account # - Used by Departments**

68000 Masters Fellowship (Canadian)  
68002 Masters Fellowship (Non-Canadian)  
68001 PhD Fellowship (Canadian)  
68008 PhD Fellowship (Non-Canadian)

### **Dean's Excellence, GO Award, PDSIF, SCF, Matching Funding & Other (Bridging) Account # - Used by Departments and SGS**

68005 SGS Scholarships Masters (Canadian)  
68014 SGS Scholarships Masters (Non-Canadian)  
68015 SGS Scholarships PhD (Canadian)  
68016 SGS Scholarships PhD (Non-Canadian)

### **DGS Account #'s – Used by Departments**

68003 Departmental Support Masters (Canadian)  
68009 Departmental Support Masters (Non-Canadian)  
68010 Departmental Support PhD (Canadian)  
68011 Departmental Support PhD (Non-Canadian)

### **Account #'s - Used by SGS**

68200 University Scholarships Masters (Canadian)  
68205 University Scholarships Masters (Non-Canadian)  
68206 University Scholarships PhD (Canadian)  
68209 University Scholarships PhD (Non-Canadian)

### **DGS Account #'s – Used by Departments**

68004 Grant/Contract Support Masters (Canadian)  
68006 Grant/Contract Support Masters (Non-Canadian)  
68012 Grant/Contract Support PhD (Canadian)  
68013 Grant/Contract Support PhD (Non-Canadian)

68201 External Scholarships Masters (Canadian)  
68210 External Scholarships Masters (Non-Canadian)  
68211 External Scholarships PhD (Canadian)  
68212 External Scholarships PhD (Non-Canadian)

### **GAS Account #'s – Used by Departments**

68017 Graduate Assistantship Masters (Canadian)  
68018 Graduate Assistantship Masters (Non-Canadian)  
68019 Graduate Assistantship PhD (Canadian)  
68020 Graduate Assistantship PhD (Non-Canadian)

**Note:** When transferring money to the School of Graduate Studies, the account number for journal entries is always 68025.

## Deadline

For submission of requests to Payroll, Department of Human Resources, the deadline is the Tuesday two weeks prior to the requested payday. Therefore, any requests to Graduate Studies must be received by the **Thursday** previous to that Tuesday. Requests received after this day will be processed only if time and resources allow. Please refer to the Payroll Calendar which is available at [https://www.mun.ca/sgs/go/Payroll\\_Calendar\\_2017.pdf](https://www.mun.ca/sgs/go/Payroll_Calendar_2017.pdf)

## Eligibility

See *Guidelines for the Awarding of School of Graduate Studies Fellowships and Graduate Student Support* available at [www.mun.ca/sgs/home/policy.php](http://www.mun.ca/sgs/home/policy.php). To receive a graduate assistantship, all students must have a valid social insurance number. In the case of Non-Canadian students, they must hold a valid study permit for all types of funding and any restrictions listed on the study permit will apply to assistantships.

## Termination

It is the responsibility of the Academic Unit to terminate student funding if a student becomes ineligible (e.g. leave of absence, change of status to part time, etc.). If two pay statements/cheques are not picked up, do not automatically forward to the student. Enquire first as to whether or not the student is still eligible to receive them.

## To Calculate Actual Cost

Please refer to the Payroll Calculator which is available at [www.mun.ca/sgs/go/tools.php](http://www.mun.ca/sgs/go/tools.php)