**Graduate Scholarship Information Sessions**

*For 4th year and graduate students:*
NSERC - September 18, 2007, Conron Hall UC 224, 4.30-6.00 p.m.
OGS - September 25, 2007, Conron Hall UC 224, 4.30-6.00 p.m.

*For faculty - Writing effective letters of recommendation:*
Thursday September 20, 2007, SEB 2100, 12.30-1.30 p.m.

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**Graduate Scholarship - NSERC**

**NSERC M.Sc./Ph.D. PGS/CGS Scholarships**

*departmental deadline:* October 5, 2007 to Mary Rice.

The NSERC scholarship application forms are now available online at:

[www.nserc.gc.ca/forms/formtable_e.htm](http://www.nserc.gc.ca/forms/formtable_e.htm)

There are some changes on this form:

- The section “Academic Background” can now accommodate up to 6 past degree programs;
- Include all programs you have completed or are actually enrolled in; do not include programs you have not yet started;
- For completed programs, provide the date on which all requirements of the degree were met (not the convocation date); this includes your thesis defence, corrections, and deposition of thesis;
- Provide two research subject codes - primary and secondary, representing their research, using two different lists.

Transcripts must be accompanied by a supporting statement in the case of applicants who have completed all previous studies outside of Canada or the U.S.A. The statement must include the academic strength of the applicant and the reputation of the university at which the applicant’s studies were completed. This letter must be provided by the Department Chair or Graduate Chair.

U.W.O. transcripts - notify the department (Mary Rice) and an unofficial transcript will be provided for your application. The Faculty of Graduate Studies will provide an official Western transcript for those students whose applications are selected to be forwarded to NSERC for...
the national competition.

All other transcripts must be official and complete.

Two references are required: One should be from a person very familiar with your research and other abilities. The second report should be from a person sufficiently familiar with your research and other abilities to provide a meaningful commentary. Appendix I cannot be completed by a proposed supervisor unless that person is, or has been, your supervisor.

It is the student’s responsibility to ensure that his/her application is complete. Before completing your application, please ensure that you read thoroughly the message sent by e-mail on September 7, 2007 from Paula Menzies-Cameron, FGS, and to read the NSERC web site directions. If you have queries for Paula, please send her an e-mail: schol@uwo.ca.

Reminder: The following are departmental deadlines for other scholarships available to our students:

- **OGS** for those who are currently graduate students: October 12, 2007
- **OGS** for those who are currently undergraduate students planning for a graduate program in 2008-09: October 19, 2007 *NEW*
- **OGSST**: March 21, 2008

With the previous advance notice there is no need for a last minute request for references.

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**Undergraduate Add-Drop Period**

K. Johnston

The Undergraduate Add-Drop period runs from September 10-14, 2007,

*times:* 9.30-11.30 a.m.
1.30-3.30 p.m.

*Location: Room 155 B&G Bldg.*

During the Add/Drop period, all students may add and/or drop courses without academic penalty. Courses dropped by the Add deadline of September 14, 2007 will be deleted from the academic record.

Graduating students, especially students in Year 4 of an Honors program/module, need to receive approval of the Undergraduate Chair, Dr. Roberta Flemming, or Counsellor Dr. Cameron Tsujita for Geology programs and Counsellor Dr. Sean Shieh for Geophysics programs, on their Add/Drop, as an indicator that the department has approved the student’s overall selection.

Students have not finished adding or dropping courses until they have each handed in their Add/Drop form to their Dean’s Office - deadline 3.30 p.m. on September 14, 2007.

**Drop Period:** Following the September Add/Drop period, students may drop courses without academic penalty until the drop deadline below. “WDN” will appear on an academic record for courses dropped on or before the deadline. Dropping a course after the deadline will result in academic penalty, a failing grade (“F”), and a mark of 40% will be used in calculating the student’s average.

October 15, 2007 - last day to drop first term half-courses (“a” or “F”) as WDN (without academic penalty).

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**Faculty Mentor Program 2007-08**

The Faculty Mentor Program will sponsor the first workshop/information session on Friday September 14, 2007, in the Teaching Support Centre, Room 122, D.B. Weldon Library.

Please see details on the main bulletin board opposite room 156 B&G.

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**Graduate Course Registration forms**

Mary Rice

Please pick up your form from me, and after completion, request that your supervisor sign it before returning it.

Graduate students, please note that if you are taking a course given concurrently with an undergraduate course, all deadlines and locations in the undergraduate course must be adhered to.

**Deadline for receipt of completed forms:** Monday September 24, 2007, 4.00 p.m.

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**Direct Deposit Application**

Please make all Direct Deposit applications online via MyHumanResources.

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**WHMIS**

All new graduate students are reminded that you must hold a current WHMIS certificate, or ensure that you complete successfully the online WHMIS, in order to receive a requisition for keys to offices and labs.

Please recycle this paper.