

**Subcommittee to Review Scholarships (SRS)**

**Effective Date:** December 2001

**Revised:** \*

---

**TERMS OF REFERENCE**

To formulate policy concerning student awards\* for recommendation to the Senate Committee on Academic Policy and Awards (SCAPA)

To review provisions for new graduate and undergraduate awards for recommendation to SCAPA and the Property & Finance Committee of the Board of Governors.

To review revisions to the terms of graduate and undergraduate awards.

\*Including scholarships, awards, bursaries, prizes and medals

**COMPOSITION**

One representative from:

- Alumni Relations and Development
- School of Graduate and Postdoctoral Studies
- Financial Services
- Office of the Registrar
- University Secretariat

***ADMINISTRATIVE NOTES***

Recommendations from individual faculties are forwarded initially to the Stewardship Officer, who consults with the Registrar's Office and the School of Graduate and Postdoctoral Studies prior to adding items to the next SRS agenda. SRS meets on the Tuesday of the week preceding a SCAPA meeting. Contingent on the consensus of the group that an award is ready for the appropriate Board of Governors and/or Senate Committee, the University Secretariat ensures that items are placed on the appropriate agendas.

**MAPP 2.10 – Policy on Scholarships, Awards and Prizes** regulates approval process for new awards and award revisions.