# SESSIONAL LECTURERS’ ACADEMIC PARTICIPATION/PROFESSIONAL DEVELOPMENT AND TUITION WAIVER FUND

**APPLICATION FOR TUITION WAIVER**

* For reimbursement of tuition expenses
  + Eligible candidates must have taught in-scope of CUPE 3287 within the past six month or are currently teaching in-scope
  + Expense claims cannot exceed the cost of 6 credit units per year at Category 3 (Canadian) tuition **within any 12-month period**
  + Please refer to the **complete guidelines** for full details regarding eligibility

Applications must be submitted electronically to [**cupe3287grants@gmail.com**](mailto:cupe3287grants@gmail.com), cc’d to [**cupe3287@gmail.com**](mailto:cupe3287@gmail.com).

**GUIDELINES**

* Please read the **complete guidelines** for the fund before filling out this form: <https://3287.cupe.ca/resources/funds-and-benefits>/.
* **Incomplete or inaccurate applications** will not be accepted. **All fields must be completed, or your application will be rejected.** If a field is inapplicable to your situation, indicate this with the abbreviation N/A.
* The committee may contact the applicant if any questions arise regarding the details provided in the form.
* Please attach an up-to-date curriculum vitae with your application.

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| FULL NAME: | |
| COLLEGE AND DEPARTMENT: | |
| ADDRESS: | |
| **TELEPHONE #:** | E-MAIL: |
| **EMPLOYEE NUMBER:** | NSID: |
| **STUDENT NUMBER:** | |
| FIRST REFERENCE:Name:Telephone:E-mail: | |
| SECOND REFERENCE:Name:Telephone: E-mail: | |

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| **MOST RECENT COURSE YOU HAVE TAUGHT IN-SCOPE OF CUPE 3287 (i.e., as a Sessional Lecturer)** Course code:Title:Term & Year: |

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| **COURSE(S) TO BE REIMBURSED**  *Note: The information below is used by the committee to judge the merit of each request. Priority is given to those taking courses part of an academic degree program. However, your answers below will not limit your funding to be applied to only those courses. The waiver will simply be applied as a credit to your student account regardless of which courses you are registered for.* | | |
| **1.** | **COURSE CODE & TITLE:** |  |
| **IS THE COURSE A PART OF AN ACADEMIC DEGREE PROGRAM?** | **YES**  **NO**  **N/A** |
| **IF YOU ANSWERED YES TO THE QUESTION ABOVE, PLEASE SPECIFY THE DEGREE PROGRAM** |  |
| **2.** | **COURSE CODE & TITLE:** |  |
| **IS THE COURSE A PART OF AN ACADEMIC DEGREE PROGRAM?** | **YES**  **NO**  **N/A** |
| **IF YOU ANSWERED YES TO THE QUESTION ABOVE, PLEASE SPECIFY THE DEGREE PROGRAM** |  |

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| **TOTAL CREDIT UNITS REQUESTED FOR REIMBURSEMENT:**  *If not for credit, put “N/A”.* |  |
| **TOTAL AMOUNT REQUESTED:**  *Amount requested may not exceed the total tuition amount for the course(s) being claimed.* |  |
| *Please refer to the USask tuition scale for reference (link below). The tuition waiver is meant to reimburse tuition rates at a* ***Category 3 level*** *(Canadian, undergraduate). All members of CUPE 3287, regardless of student status (international vs. domestic, undergraduate vs. graduate, etc.), are eligible for the same level of funding. You may not claim more than the Category 3 rate.*  [*https://students.usask.ca/money/tuition-fees/undergraduate-tuition.php#UndergraduatetuitionratesSeptember2021August2022*](https://students.usask.ca/money/tuition-fees/undergraduate-tuition.php#UndergraduatetuitionratesSeptember2021August2022) | |

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| **PREVIOUS TUITION WAIVERS** |
| *Under the fund, a maximum of 6 credit units per academic year (at Category 3 levels) may be reimbursed per individual. Please indicate below whether you have already received a tuition waiver along with the date of the previous grant.* ***Failure to indicate past funding may result in your application being denied.*** |
| 1.  2.  3. |

**Reminder: please attach your curriculum vitae to your application.**