



TD Graduate Scholarship for People with Disabilities

2017 SCHOLARSHIP GUIDELINES

Please read the Guidelines thoroughly before completing your application.

Goal

The Toronto Rehabilitation Institute (Toronto Rehab) with the support of the TD Bank continues to further the active involvement of people with disabilities in rehabilitation-related research. As researchers, we embrace the concept of consumer participation; we believe that people with disabilities should be active participants in planning and conducting research. This scholarship will help train people with disabilities to be researchers in rehabilitation science. It is our expectation that recipients will pursue careers as rehabilitation researchers.

Eligibility

The *TD Graduate Scholarship for People with Disabilities* will be awarded to outstanding student(s) to support their education and training.

Applicants must have a disability. A disability is defined as a physical or cognitive impairment that substantially limits one or more major life activities.

Candidates must plan to be enrolled in an appropriate graduate program leading to a masters or doctoral degree at one of the eligible universities:

- McMaster University
- Ryerson University
- University of Ontario Institute of Technology
- University of Toronto
- University of Waterloo
- Wilfrid Laurier University
- York University

Candidates may apply for this award prior to being accepted into graduate studies provided they have applied to a relevant graduate program at one of the seven eligible universities. Postgraduate medical trainees must be registered in a graduate program to be eligible.

Fields of study must relate to rehabilitation but are not limited to any particular discipline. For example, fields of study may include Computer Science, , Engineering, Gerontology, Health Policy, Health Sciences, Kinesiology, Nutrition, Occupational Therapy, Optometry, Physical Therapy, Physics, Public Administration, Recreation and Leisure Studies, Sociology, Social Work, Women's Studies, etc.

Scholarship offers will be made subject to the applicant's acceptance and enrolment into an appropriate program of study at one of the seven eligible universities. Because the Scholarship Committee works closely with scholarship recipients to support their success, all recipients must be located within the vicinity of the eligible universities during the tenure of the scholarship.

Staff of Toronto Rehab, UHN and the TD Bank Financial Group are eligible to apply.

The scholarship is open to international students. International students must be admitted to one of the eligible universities through normal academic procedures. (Applicants should contact one of the eligible universities to determine its procedures, requirements, and deadline dates, and for information on requirements for a Study Permit and Temporary Resident Visa.)

All applicants must be proficient in both written and spoken English. Applicants whose primary language is not English and who graduated from a non-Canadian university where the language of instruction and examination was not English must meet the English Facility requirements of the university program to which they are applying.

Supervision

Recipients must be supervised by an investigator at Toronto Rehab who is appointed to the School of Graduate Studies at one of the seven eligible universities. If a candidate currently has a supervisor who is not affiliated with Toronto Rehab, the supervisor will need to apply for an affiliate appointment at Toronto Rehab.

Those students who do not currently have a supervisor should make **every effort well in advance to forge a commitment** with a prospective supervisor who is either already affiliated with Toronto Rehab or is eligible to become affiliated with Toronto Rehab.

Selection

The scholarships will be awarded on the basis of:

- excellence in research and academic achievements
- letters of recommendation
- quality of the proposed research
- evidence of ambition to pursue a career in rehabilitation-related research.

Finalists will be interviewed by the Selection Committee (in person / by phone) in July.

To ensure a fair and objective review process, it is the policy of Toronto Rehab not to comment on the deliberation of the Selection Committee. Thus, Toronto Rehab is unable to provide written or oral evaluations to applicants after the decisions are made. No provisions exist for reconsideration of awards after scholarships are announced.

Documentation and Applications

Applicants are responsible for ensuring that all necessary documentation, including transcripts, (electronic or hard copy), is received no later than 5:00 p.m. Eastern Standard Time June 30, 2017, by:

Lois Ward

Manager, Research Operations

Toronto Rehabilitation Institute-University Health Network

Lois.Ward@uhn.ca

550 University Avenue, #12-171

Toronto ON M5G 2A2

Canada

Incomplete applications will not be considered. All applications and supporting materials become the property of Toronto Rehab and, as such, will not be returned.

Referees should be provided with the scholarship application and guidelines. The supervisor is asked to address the areas identified in the application. In fairness to all applicants, the Selection Committee will only review **three** letters (including the supervisor's letter).

Letters of recommendation should be signed by the referees. Referees may send letters directly or candidates may include them with their completed application. As reference letters are confidential, letters not sent electronically directly by referees should be provided in sealed envelopes. It is recommended that applicants arrange for these letters well in advance so as to meet the June 30 deadline.

Students' web-retrieved transcripts are acceptable at the application stage. Transcripts delivered directly from the Universities will be required only for short-listed applicants.

Award Amount

Each scholarship will be for a maximum of \$20,000. For those receiving funding from other sources, the stipend may be adjusted. (Please also see *Concurrent Funding*).

For those scholarship recipients who have not completed their degree, the scholarship may be renewed based on a renewal application, satisfactory performance and availability of funds.

Education-related Disability Expenses

In addition to the \$20,000 award, the scholarship provides funding for education-related disability expenses. This individual supplement is made available to address the special costs of attending graduate school that are incurred as a result of disability. The funding is intended to offset additional educational/research costs that students with disabilities incur.

In Section #7 of the application, candidates should identify any **educational** accommodations and/or services required due to their disability(ies). To be eligible, expenses **must**:

- 1) be required specifically for the student's education/research; AND**
- 2) be incurred as a result of their disability(ies).**

The supplement does not fund routine disability-related expenses that are not required specifically for educational/research purposes. (For example, a wheelchair would not be funded for a student who required a wheelchair for his/her mobility outside of the educational forum. Funding for a sign interpreter or attendant would be eligible solely as it was required for educational purposes.)

Expenses will be reviewed with candidates after selection to ensure the expenses meet the eligibility requirements, and are reasonable and sufficient to support students in their studies. Expenses that arise at a later date but are not included in the application may be funded subject to the availability of funding and provided the expenses are reasonable and meet the eligibility requirements.

Non-Monetary Supports

In addition to providing a monetary award, the Scholarship Committee actively works with the scholars to support their academic and research success and their future career goals. Additional supports may include mentoring, appropriately configured office space, and accessible parking.

Number of Individual Awards

The number of awards will depend on the quality of the individual applications and the funds available.

Payment of Awards

Funds will be awarded through Toronto Rehab to selected applicants. Payment will not be made until the applicant has provided documentation from one of the eligible universities confirming acceptance. Students will receive their contributions on a monthly basis. A transcript of the first term marks indicating continuing attendance at University is required.

The payment schedule for education-related disability expenses will be determined on an individual basis.

Scholarship Year

The scholarship will be for the period from September 2017 to August 2018.

Concurrent Funding

Students are encouraged to also apply to other organizations that provide academic and disability-related funding. Students who receive support from other sources will be eligible to apply for supplementary financial support from this scholarship, although the scholarship stipend may be adjusted. Scholarship recipients are required to promptly disclose financial assistance from other sources to the Institute Director, Research and the Scholarship Program Manager at Toronto Rehab.

Publicity

Recipients of the award serve as advocates who publicize the scholarship in order to attract new candidates and ensure continuation of the program. Recipients agree to participate in promotional activities upon receipt of a scholarship as required, including the publication of their name, disability, picture and career goals.

Request for Deferment

A request for deferment will be considered only in unusual circumstances and the decision will be made by the Selection Committee. In the event that the student does not complete the academic term, he/she must submit to the Selection Committee a medical report stating his/her inability to complete the full course load in order to be eligible for the second half of the scholarship. An adjustment in the scholarship payment may be required.

Right to Withdraw/Withhold

The Selection Committee reserves the right to cancel any award before payment has been made or to take recovery action on contributions already made where the candidate has failed to meet the conditions of the award. It also reserves the right to withhold awarding the scholarship in the event that no qualified applications are received in any particular year. All decisions by the committee are final and not open to appeal.

Conditions of Award

Students who are eligible for these scholarships shall comply with all the conditions and requirements contained herein before any payment will be made.

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