

Scholarships, Awards & Bursaries



University
of Windsor

Guidelines for Establishing a Scholarship, Award or Bursary

By investing in scholarships, you will help engineering students succeed and reach their full potential. Establishing a scholarship, award or bursary is a great way to honour a loved one, leave a legacy, or promote your organization. Additionally, your support will help attract top students, recognize student leaders, and assist those with financial need.

Donor Recognition

Engineering appreciates the commitment of our donors and their understanding of the impact that higher education plays in our communities. We are dedicated to building and sustaining a meaningful relationship with you, and we want to inspire a rapport of trust and affinity between you, our students and UWindsor. Donor gifts are routinely acknowledged in a timely and efficient manner and are used in accordance with donor wishes. Engineering relies on donors like you to help create viable paths for future generations of students to gain the significant advantage that an engineering degree offers them. Your support is truly appreciated!

Administration of Awards

The undergraduate awards program at the University of Windsor is administered by the Student Awards and Financial Aid office. Graduate student awards are administered by the Faculty of Graduate Studies. Administration includes the publication of the conditions for the award on the UWindsor website and in various promotional materials, the collection and assessment of applications or nominations, the selection and announcement of the winner(s) and arrangement for payment of the award.



When an award is given, the student is advised of the donor's name and address, unless otherwise indicated by the donor on the Terms of Reference. Monetary awards are allocated to students during the academic year (rather than upon graduation).

Minimum Academic Requirements

Except in cases of scholarship medals and prizes, or unless otherwise specified in the description of the award, recipients of awards must be registered as full-time students during the academic session for which the award is intended. Factors such as academic merit, financial need, contribution to campus life, etc., may be considered in varying degrees of emphasis. If the required qualifications are not readily identifiable, candidates will be required to file a formal application by a specific deadline date.

Size and Payment of Donations

Awards may be financed either by an annual donation of at least \$1,500 (minimum of a three-year commitment) or by presentation of a capital sum of at least \$25,000 for investment as an endowment to allow the award to continue in perpetuity.

Smaller donations will be gratefully accepted but will be deposited to a general scholarship account established by the University and will not be identified as a separate award with its own terms of reference. It may also be possible to make a series of smaller donations accumulating capital and interest until the endowment minimum level (\$25,000) is reached within a five year period.



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The annual award in the case of an endowment is established at up to 4% of the capital fund, depending upon interest earned. Funds must be invested for at least one full fiscal year before the first award is disbursed.

Any revenue earned in excess of this will be set aside in a growth and protection fund to provide for possible market downturns, and to provide for future increases in the value of the award. When the level of re-invested income is adequate to provide for a stable level of payments at a higher amount, the award is increased. Policies for the increasing of awards and for investment of endowment dollars are established by the University of Windsor's Board of Governors.

Payment of Awards to Students

Normally awards are credited to the student's tuition account one semester at a time, through the Student Accounts/Cashiers Office. Students who withdraw, reduce their course load or otherwise alter their program of study, or who do not maintain the qualifying conditions of the award may be required to forfeit all or part of their award.

Charitable Donations Receipts

The University of Windsor is a registered charitable organization, and as such can issue receipts for donations which are acceptable to the Canada Revenue Agency.



The Charitable Registration number for the University of Windsor is: 10816 2611 RR0001.

Questions regarding your charitable donation receipt can be directed to Alumni & Donor Records at 519-253-3000 Ext. 3255.

Issuance of T4A Forms

The University assumes the responsibility for the reporting (for Canada Revenue Agency purposes) of payments to students for awards made to our students through the endowed trusts we administer.

Terms of Reference

We encourage the establishment of awards that are as open and flexible as possible. Awards established with restrictive terms are often challenging to administer and may result in years where the award may not be allocated.

In the event that circumstances make the specified use of this fund no longer practical or desirable (for example, the discontinuation of a specific degree program), the Board of Governors of the University of Windsor is authorized to make changes that it may deem necessary in the terms of use of the Endowment Fund. Such changes however, are to be in keeping as far as possible, with the spirit and general intent of the original terms of reference for the Endowment Fund.

Information Regarding the Establishment of Undergraduate & Graduate Awards

For assistance establishing a named scholarship, award, or bursary, please contact:

Brooke Spitse

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