Date

Name

Address

City/Province/Postal Code

Dear STUDENT:

Based on your outstanding academic record, I am pleased to inform you that we are offering you admission to the Degree and name of program at The University of Western Ontario for September 2014. The official Offer of Admission will come electronically from the School of Graduate and Postdoctoral Studies separately in the coming weeks.

Dr. Xxx ([xx@uwo.ca](mailto:xx@uwo.ca)) will be your supervisor (or advisor) and will assist you in selecting appropriate courses and in developing a suitable thesis topic.

The Faculty of XX provides financial support to outstanding graduate students. As part of this commitment we are pleased to offer you a financial support package of a **minimum** of $xx,xxx per year for one year/two years/four years conditional on you meeting our conditions for progression towards the degree. Part of this package may include supervisor research grant support, external scholarship support (such as SSHRC, NSERC, CIHR, OTS, OGS, QEII, etc.), Graduate Teaching Assistantships, internal scholarship support (such as Western Graduate Research Scholarships, program-based scholarships, endowments, etc.), and employment other than Graduate Teaching Assistantships.

We are pleased to offer you an Ontario Graduate Scholarship (OGS) which has a maximum value of $15,000 ($5,000 per term) for the 2014-2015 academic year.  Your annual funding package for 2014-2015, including the OGS, will be $xx,xxx.

The exact details of your funding package will be determined prior to the start of your program and will be provided in a document entitled ‘Annual Financial Support Package’. You will receive the details of your annual funding package by date.

If you are awarded a major external scholarship, please let us know immediately, as your university support package may change.

If your residency status changes during your program of study, your funding package may be adjusted.

If your financial support package described above includes an appointment as a Graduate Teaching Assistantship in 2014-2015 you will receive the GTA Collective Agreement additional amount of $1,433 in *each* term in which you hold a 10 hour per week, or 140 hours per term appointment, paid in four (4) monthly instalments of $358.35 while you are employed. If you hold a Graduate Teaching Assistantship appointment for less than 10 hour per week (or less than 140 per term), this amount will be prorated over the period of your employment as outlined in the Collective Agreement between the University and the Public Service Alliance of Canada.

Because this is a highly competitive program and there are many applicants anxious to know if they have been admitted, you will be extending a special courtesy to them, and us, by informing us of your decision as soon as you have made it. We will await your decision until xxxx, 2014.

If you plan to be in the London area I invite you to visit us to review our program more fully and to meet some of our senior graduate students and graduate faculty. In September, I will meet with you to discuss some details of your program and answer any questions you may have at that time.

Western has an established record of excellence in Faculty/Department/Program, as evidenced by the quality of our graduates and the positions they hold in universities, government and industry worldwide. However, our continued success depends directly on the quality of the graduate students enrolled. Your application indicates that you have the motivation, commitment, and conscientious understanding of academic study in Faculty/Department/Program that is consistent with our expectations and aspirations.

We look forward to working with you in our Degree and name of program.

Sincerely,

Name

Faculty Supervisor

Name

Graduate Chair