

## CERC Migration Graduate Student Stipend Program Information

### ABOUT

The [Canada Excellence Research Chair \(CERC\) in Migration and Integration](#) is the first ever CERC awarded to Ryerson University, building on the university's strengths and commitments in the area of immigration and settlement studies.

CERC Migration, led by Professor Anna Triandafyllidou, is producing innovative and usable knowledge on the links between migration and post-migration processes, forced and voluntary mobility, internal and international migration, and the role of countries of origin and transit. CERC Migration pays special attention to Canadian realities while also engaging in comparative research with and among other countries in various global regions.

### CERC GRADUATE STUDENT STIPEND

The Canada Excellence Research Chair offers stipends to full time MA and PhD students who are studying at Ryerson University on a migration and/or migrant integration-related topic. The CERC Graduate Stipend Students will be given a working space at the CERC Migration office, will be expected to participate in CERC Migration's research training activities and workshops, and will overall be integrated into a vibrant research team of scholars and graduate students, enjoying a comprehensive scientific and professional development experience.

### FUNDING AMOUNT

**Masters:** up to \$10,000 (top-ups for students with external funding are available on a case by case basis, up to \$5000). *Available to first or second year MA students*

**PhD:** up to \$25,000 per year, renewable for a total of four years, subject to annual review of the student's progress (top-ups for students with external funding are available on a case by case basis, up to \$12,500). *Available to first year PHD students entering a PHD program*

*If a student has accepted an external scholarship, such as a SSHRC or CIHR award, they must forfeit/decline the CERC stipend, however CERC Migration may consider adding a supplement 'top-up'. These will be considered on a case by case basis and communicated with the Graduate Program Administrator.*

## EXPECTATION OF STUDENTS

CERC Stipend Graduate Students are expected to participate in the following activities:

- Attend the Monthly **Migration Working Groups** (last Tuesday of each month - please register via the CERC Migration website:
- Participate as a speaker and present their research at the **May Graduate Student Migration Working Group** session.
- Attend at least one **Migration Research Gym** methodology and professional development training workshop per series (4 per semester, in October and May).

## STUDENT MENTORSHIP

Graduate students will be paired with a CERC Migration Senior Research Associate or Research Fellow to provide an additional resource of advice and support.

## DESK SPACE

Each student will have access to a shared computer workstation at the CERC Office, 220 Yonge St, Suite 204 (inside Eaton Centre administrative offices) based on a rotational schedule. All students will have access to use common spaces (kitchen & copy rooms). *(Note: Not available until Ryerson campus resumes normal operations).*

## PAYMENT OF FUNDS

Payments will be as stipends paid through Ehr and on a bi-weekly basis directly into the student bank accounts. At Ryerson, stipend is used to refer to student payments that are made to provide support while they fulfill their academic requirements. This may include payments provided to further the education and training of graduate students and postdoctoral fellows.

The term stipend is **not** used in relation to payment for student employment. If an employee/employer relationship exists, the student must be paid as an employee or the university will be in violation of tax and employment laws, and may also be in violation of collective agreement provisions and/or university policy.

## PROMOTION

Please include information about the CERC Migration Stipend on program websites and communication channels. Our Communications Manager **Laura Matthews** will connect with the Graduate Program to provide information and promotional material. Contact [lmattews@ryerson.ca](mailto:lmattews@ryerson.ca) for any questions or inquiries.

## SELECTION PROCESS & TIMELINE

### PhD PROGRAMS

Deadline	PhD Programs
<b>February 1</b>	<p>Once incoming students have submitted Program Applications to their Program of interest, <b>candidates complete the CERC Stipend Application online form here: <a href="https://forms.gle/bkfAfHvirM9aaJUk6">https://forms.gle/bkfAfHvirM9aaJUk6</a></b></p> <p><b>Online application form requirements:</b></p> <ul style="list-style-type: none"> <li>● <b>Ryerson ID Number</b></li> <li>● <b>Indicate which program(s) you have applied for</b></li> <li>● <b>CV</b></li> <li>● <b>Transcript</b></li> <li>● <b>Statement of Interest/Letter of Intent from PhD program application</b></li> <li>● <b>Consent for Letters of Recommendation</b></li> <li>● <b>Writing Sample (max 10 pages)</b></li> <li>● <b>CERC motivation letter (max 2 pages)</b> stating that they wish to apply for the CERC Migration Graduate Stipend, why they should be given the Stipend, and how their research relates to at least one of the <a href="#">research themes</a> outlined on the CERC Migration website.</li> </ul>
<b>February 15</b>	<b>CERC provides Program Director/ Program Administrator</b> a list of stipend applicants and copy of motivation letter
<b>March 15</b>	<p><b>Shortlisting of Top 3 Candidates</b></p> <p>Program Director/ Program Administrator shortlists 3 applicants and sends names and program application letters of recommendation of <b>top 3 shortlisted PHD candidates</b> to CERC Administrator at <a href="mailto:cerc.migration@ryerson.ca">cerc.migration@ryerson.ca</a></p>
<b>April 1</b>	<p><b>Decision of Successful Stipends Students Applications</b></p> <p>CERC office to inform Graduate Program Director/Administrators on <i>results of successful student stipend applications</i></p>

<b>April 15</b>	<b>CERC Administrator to email successful students with stipend offer letter indicating deadline</b> to accept offer stipend, copying Program Administrator and Director.
<b>April 30</b>	<p><b>Deadline for student to accept or decline stipend offer, return signed offer letter.</b></p> <p>If a student has applied for external funding and are awaiting results, the student should accept the CERC offer and if successful in receiving the external funding, their stipend amount will be adjusted for a top-up, as decided by the CERC.</p> <ul style="list-style-type: none"> <li>• In this event, a revised offer letter will be sent to the student</li> </ul>
	<b>CERC Administrator will send formal email to successful students with CERC Stipend information and instructions</b>

## Master's PROGRAMS

<b>Deadline</b>	<b>Master's Programs</b>
<b>February 1</b>	<p>Once incoming students have submitted Program Applications to their Program of interest, <b>candidates complete the CERC Stipend Application online form here:</b> <a href="https://forms.gle/ne2dBBzL6wpfqip26">https://forms.gle/ne2dBBzL6wpfqip26</a></p> <p><b>Online application form requirements:</b></p> <ul style="list-style-type: none"> <li>• <b>Ryerson ID Number</b></li> <li>• <b>Indicate which program(s) you have applied for</b></li> <li>• <b>CV</b></li> <li>• <b>Transcript</b></li> <li>• <b>Statement of Interest/Letter of Intent from Master's program application (first year incoming students only)</b></li> <li>• <b>Consent for Letters of Recommendation</b></li> <li>• <b>CERC motivation letter (max 2 pages)</b> stating that they wish to apply for the CERC Migration Graduate Stipend, why they should be given the Stipend, and how their research relates to at least one of the <a href="#">research themes</a> outlined on the CERC Migration website.</li> <li>• <b>Writing Sample</b> (second year Master's applicants only)</li> </ul>

<b>February 15</b>	<b>CERC provides Program Director/ Program Administrator</b> a list of stipend applicants and copy of motivation letter
<b>March 15</b>	<p><b>Shortlisting of Top 3 Candidates</b></p> <p>Program Director/ Program Administrator shortlists 3 applicants and sends names and program application letters of recommendation of <b>top 3 shortlisted Master’s candidates</b> to CERC Administrator at <a href="mailto:cerc.migration@ryerson.ca">cerc.migration@ryerson.ca</a></p>
<b>April 1</b>	<p><b>Decision of Successful Stipends Students Applications</b></p> <p>CERC office to inform Graduate Program Director/Administrators on <i>results of successful student stipend applications</i></p>
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	<b>CERC Administrator will send formal email to successful students with CERC Stipend information and instructions</b>

## CONTACTS

**For all administrative inquiries:** Claire Ellis, Administrator: [claire.ellis@ryerson.ca](mailto:claire.ellis@ryerson.ca)

**For all financial inquiries:** Lisa Li, Research Accounts Coordinator: [lisa.li6@ryerson.ca](mailto:lisa.li6@ryerson.ca)

## **CANADA EXCELLENCE RESEARCH CHAIR (CERC) MIGRATION STIPEND - TERMS AND CONDITIONS**

### **A. General Terms and Conditions**

To accept the offer of the CERC Migration Stipend, you must agree to these terms and conditions by signing and returning one copy to the CERC Administrator. If you are an incoming student, you must also accept your Offer of Admission by the confirmation deadline, or the funding offer will be withdrawn.

Registration: You must maintain full-time enrolment and be actively engaged in full-time academic pursuits and be in attendance in your graduate program at Ryerson during EVERY MONTH of the term in which you have received a payment. Should you withdraw, transfer to part-time status or fail to complete the term, you will be required to repay the funds for any term(s) in which you are not enrolled.

CERC Migration Stipend recipients are expected to reside in the Greater Toronto Area, and are expected to participate in the events and activities of both the graduate program and the CERC.

Employment: You may also accept research or graduate teaching assistantships, or other employment up to an average of 15 hours per week.

#### Completion, Withdrawal, Interruption, Leave of Absence:

If you anticipate completing your program, withdrawing, interrupting or taking a leave of absence from your full-time academic studies during the term of your CERC Stipend for any reason, you must notify your Program Administrator as soon as possible so that Ryerson can make these adjustments in a timely manner. In the case of withdrawal, you must also proceed with the withdrawal process.

### **B. Additional Terms and Conditions**

If you accept/have accepted an external scholarship, such as a SSHRC or CIHR award, you must forfeit/decline the CERC stipend, however CERC may consider adding a supplement. Students with external scholarships are eligible to be considered for other forms of financial support from Ryerson.

### **C. Disbursement of funds**

Your funds will be distributed across three terms Fall, Winter, and Spring/Summer, paid bi-weekly starting in September.