

SCHOOL OF GRADUATE STUDIES
R.S. McLAUGHLIN and FRANKLIN AND HELENE BRACKEN FELLOWSHIPS
TERMS AND CONDITIONS 2019-2020

1. R.S. McLaughlin Fellowships and Franklin and Helene Bracken Fellowships (McLaughlin/Bracken Fellowships) are awarded annually on the recommendation of a Department, Program, School or Faculty to the School of Graduate Studies (SGS). McLaughlin/Bracken Fellowships are awarded to eligible Master's and Doctoral students in all fields.
2. McLaughlin/Bracken Fellowships are OSOTF awards, which means the awards can only be held by Ontario residents. An Ontario resident is deemed to be a student who is a Canadian citizen or permanent resident of Canada who resides in the Province of Ontario by virtue of his/her registration status as a full-time or part-time on-campus student at the undergraduate or post-graduate level. Holders of McLaughlin/Bracken Fellowships **must be residents of Ontario, under this definition**. All McLaughlin/Bracken Fellowship awardees must return a "Statement of Ontario Residency" form to the SGS before they can claim the first installment of the award. This form may be found on the SGS website.
3. The maximum value of the McLaughlin/Bracken Fellowships is \$10,000 normally dispersed in three instalments of \$3,400 in September, \$3,400.00 in January, and \$3,200.00 in April or May. Holders of McLaughlin/Bracken Fellowships who are funding eligible for **less than** three terms of the current academic session, because of the initial start date of their current graduate program, (see #8 below) will receive a maximum of \$5,000.00 per term of eligibility.
4. Holders of McLaughlin/Bracken Fellowships are eligible for a maximum of \$8,000 from any additional internal funding from the SGS, excluding Queen's Graduate Awards (QGAs). However, they may not hold any other School of Graduate Studies fellowship of \$10,000 or more at the same time as an R.S. McLaughlin Fellowship, or a Franklin and Helene Bracken Fellowship.
5. Students may NOT hold a McLaughlin/Bracken Fellowship at the same time as a major external scholarship, such as (but not limited to) scholarships awarded by NSERC, SSHRC, CIHR, OGS, QEII-GSST or OTS. If a student receives any of these or any other major external award, the McLaughlin/Bracken Fellowship will be revoked. It is the student's responsibility to notify the SGS if they receive an external award.
6. McLaughlin/Bracken Fellowship holders must be registered as full time Master's or Doctoral students. If study status changes to part-time, the award will be cancelled. McLaughlin/Bracken Fellowships will be paid to full-time **off campus** students only if the appropriate Department/Program and the SGS have approved this study status.
7. Students beyond the second year of Master's studies, and, students beyond the fourth year of Doctoral studies, are not eligible for this funding. If a fellowship instalment is issued to a student who is subsequently determined to be ineligible to receive that instalment, that instalment must be refunded. It is the student's responsibility to return the installment as soon as possible. Students should be aware that to reclaim the installment, the SGS will cancel or reverse any direct deposit transaction through the student's fees account. If the SGS cancels or reverses a direct deposit transaction, the SGS shall inform the student that this action has been taken. If the transaction cannot be cancelled or reversed, it is the student's responsibility to repay the award or award instalment as soon as possible.
8. The usual start date of any award is September of the academic year. However, the start date may be commensurate with the start date of a degree program ie. September, January, or May. The total amount of the award will be pro-rated to reflect the actual start date, and the length of remainder of academic year.

9. In most cases, scholarships, fellowships, or bursaries are not taxable and need not be reported as income on your tax return, if you received them while enrolled as a student in a program that entitles you to claim the “education amount” on your tax information, as defined by Canada Revenue Agency (CRA). More information on this topic may be found at CRA’s website, <http://www.cra-arc.gc.ca/menu-e.html> . In some rare circumstances (outlined on CRA’s website), this award or portions of it may be taxed. Tax is not deducted from the award by the SGS or Queen’s University.
10. McLaughlin/Bracken Fellowship holders are restricted to ten hours per week for Teaching Assistantships.
11. McLaughlin/Bracken Fellowships are *not renewable* but are awarded annually based on eligibility, availability, and departmental/program recommendation.
12. The amount of the award will be adjusted accordingly and/or cancelled if a student completes or withdraws from their degree program during the tenure of award. In most cases, students who withdraw must repay any or all of the term’s award payment, based on the date of withdrawal. In most cases, students who complete degree requirements in the first month of a term must repay the full amount of the McLaughlin/Bracken Fellowship; students who complete in the second month of a term must repay half of the McLaughlin/Bracken Fellowship awarded for the term; students who complete after the second month of a term will receive the full amount of the award for that term.
13. McLaughlin/Bracken Fellowships are *not transferable* from one department/program to another. The McLaughlin/Bracken Fellowship can only be held in the Department/Program that initially recommended the candidate for this funding.
14. The McLaughlin/Bracken Fellowship may constitute a portion of guaranteed financial support within a department/program.