

SAMS Quick Tips

We have compiled quick tips responses to common questions to help you fill out your awards application and give you the best opportunity for success in each competition. Additional Information & Help is also available on our website at <http://www.uregina.ca/safa/awards/SAMS/Help.html>. If you need additional assistance, we are glad to help! You can email us at scholarships@uregina.ca or call us at 306-585-5556 for more information.

We recommend that you navigate through your application using the “Next” button to ensure you do not miss any required sections.

Eligibility criteria

- Only apply for awards where you meet the eligibility conditions

Record Information

Eligibility for Anne Rigney Entrance Scholarship
To view *Special Eligibility* information please click the plus sign on the left menu, if applicable.

Record Details Inquiry

Eligibility Write Up (from Terms of Reference)
Awarded to the most outstanding Canadian student entering the Faculty of Arts at the University of Regina directly from high school to study in the areas of humanities or social sciences:

- Selection is based on academic achievement and a letter of reference from the applicant's high school principal outlining the applicant's scholastic achievement and potential.
- Provisional high school marks will be used in the selection process.
- The award is paid in 2 instalments of \$1500 each.
- In order to qualify for payment of the second instalment the recipient must achieve a TGPA of 75% in the preceding semester.

Financial Need Considered	
Female	No
Aboriginal	No
Athletics	No
Status within Canada	Canadian Citizen
Travel	No
Residency	
Single Parent	No
Mature Student	No
Disability	No
Type of Prior School Attended	
Name of Prior School	

- For the criteria listed below the Eligibility Write Up, the Yes/No refer to whether or not the award is targeted at a specific type of student. If the criteria states “No”, this simply means that this type of student is not preferred for this award but they are still invited to apply. For example:
 - o If “Female = No” and “Aboriginal = Yes” this means that the award is targeted at an aboriginal student (either male or female)
 - o If “Female = No” and “Aboriginal = No” this means that the award is not targeted at either female or aboriginal students, and all students (male, female, aboriginal, non-

aboriginal) are eligible to apply provided they meet the criteria listed in the eligibility write-up

Application and Selection

- You can check which sections need to be filled out and whether or not there are any additional requirements for an award on the “Application and Selection” page. When you apply for an award, any required sections are added to your application. If a section is not required by any of the awards you are applying for, you will not see it on your application.

This section

Tells you if an application is required

Provides details on any additional information that is required

Shows which (if any) sections need to be completed

Record Information

Application and Selection for Anne Rigney Entrance Scholarship

Record Details Inquiry

How to apply

If you have not already done so, you must **log in to SAMS** as a registered user to apply for awards.

Once you are logged in, you can apply using the online application by selecting "Apply for Award" from the "Other Actions" box in the top right corner of each award page.

Students are strongly encouraged to apply using the online application in SAMS. However, paper applications are available on the **SAFA website**.

Applicable Requirements	
Application	Yes
Financial Disclosure	No
Personal Statement	No
Activity Summary	No
Other Required Info	Yes
Other Required Info Description	Application must include a letter of reference from the applicant's high school principal outlining student's scholastic achievement and potential.

Other Actions

Apply for Award

Go to My Applications

Awards I Am Applying For

- Again, we recommend that you navigate through your application using the next button to ensure you do not miss anything
- Look for any awards that have “Other Requirement” below them and ensure you have completed/responded to these sections

The screenshot shows the SAMS application interface. On the left is a navigation menu with sections like 'sample student's General Profile', 'Social Insurance Information', 'My Current Academic Profile', and 'Awards I Am Applying For'. The 'Awards I Am Applying For' section is expanded to show 'Award - Elmer Shaw Special Talent Entrance Scholarship' with an 'Other Requirement: >>' link. The main content area is divided into 'Record Information', 'Record Details', and 'Attachments'. In the 'Record Details' section, the question 'Do you meet this requirement?' has a dropdown menu set to 'Yes', highlighted with a red circle and a red arrow. The 'Attachments' section contains a table with one row: 'Other Requirement', 'Sample Student Resume.docx', 'DOCX', '04-Mar-2013', and a red 'X' icon. Below the table is an 'Upload Document' section with a 'Browse...' button and an 'Attach' button. A blue star icon and the text 'Make sure your document is attached' are placed above the table. At the top right, there are 'Other Actions' and a link to 'Click here to go to the Final Submission Area'. A speech bubble with a red dashed border says 'Read the instructions and answer the question'.

- If you are required to provide reference letters, please keep the following in mind:
 - o References will not be accepted as part of your online application. They must be sent in by mail, email or fax directly from your referee.
 - o If you will be using the same letter for multiple awards, please have your referee include the names of all awards on the reference letter.
 - o Please ask your referee to include your name in the reference letter.

Sections I must Complete for this Application

- Any sections that appear under this heading **MUST** be completed for your application to be complete. You may see the same section multiple times if you have applied for awards with either a residency or high school requirement. You must complete **ALL** of these sections.

Financial Disclosure

- When completing this section, indicate if you are *planning* to apply for a Government Student Loan, and leave the expected amount blank
- Only include the resources you plan on using for the current semester (Entering students: if you have an RESP worth \$10,000, only put down how much you plan to use from the RESP for the upcoming Fall semester).
- Faculty (for new students): if you have not yet determined which Faculty you are entering, pick the one that is your first choice
- Registered Credit hours (for new students): one class is typically equivalent to 3 credit hours, and you can usually take a maximum of 5 classes. Enter in the number of credit hours you are currently *planning* to take in the upcoming Fall semester.

Extra-Curricular Involvement and Community and Volunteer Service

- Start working on this section prior to working on your personal statement. This will give you a skeleton to build on in your personal statement.
- On-campus involvement is the same as involvement in your high school.

Personal Statement

- Should include information on your leadership activities/experience, career goals, volunteer activities, extra-curricular involvement, etc... that relate to all of the awards you are applying to. Please refer to the Eligibility Write Up for each award for more information.
- Only one personal statement will be accepted for ALL awards you are applying for. If an award has a specific essay requirement, there will be an "Other Requirement" for the award with instructions.

Transcripts

- No transcript is required with your scholarship application.
- We use your admission average (as calculated at the time of admission) to determine your eligibility for entrance awards. Please ensure your transcript has been sent to the U of R Admissions office.