

Information for Scholarship Applications

APPLICATION REQUIRED SCHOLARSHIPS

If you are currently an undergraduate student at the U of R, you are eligible to apply for awards using SAMS, the Student Awards Management Software. There is an award application period at the start of each term:

Fall Term:	September 4 – October 1
Winter Term:	January 6 – February 4
Spring Term:	May 1 – June 1

STEP ONE: CREATE AN ACCOUNT

In order to apply for awards in SAMS, you will need to register with an account by creating a user name and password. For more information on the registration process, visit: <https://www.uregina.ca/cost-aid/assets/forms/how-to-register-in-SAMS-2.pdf>. If you had applied for entrance awards when you were in grade 12, you will use the same account, so you just need to log in.

STEP TWO: SEARCH FOR AWARDS

FILTER FIELDS	ENTRANCE AWARDS	FACULTY OF STUDY	AWARDS FOR ALL FACULTIES
COLUMN	Award Category	Faculty of Study	Faculty of Study
OPERATOR	Contains	Contains	Contains
EXPRESSION	Entrance	Your Faculty of Study*	All

*This is listed on your acceptance letter. If you have applied for a competitive program, such as Nursing or Music Education, you can filter by both your first and second choice faculty and apply for awards in both areas. This ensures you have applied for relevant awards, no matter the decision on your application.

Select “Awards Currently Accepting Applications.” Filter and search for awards that you are eligible for. Click on “Actions” and then “Filter,” using the drop-down options. Try some of the combinations below!

Click on the scholarship to read the requirements. Each scholarship or award will consider different criteria for eligibility (ex: financial need, full-time status, references, academic achievement, extracurricular activities, etc). Some awards are faculty specific, while other awards are open to all students, no matter their area of study.

STEP THREE: SELECT AWARD TO APPLY FOR

After reviewing the eligibility requirements, click on “Apply for Award”. This will add it to your application in SAMS. Continue the same process until you have added all of the awards you want to apply for.

ABOUT THE U OF R



4,478

awards given to students



\$7.5 M

million scholarships, awards, and bursaries awarded



MARCH 15*

Deadline to submit Application Required Entrance Scholarships!

SAMS ENTRANCE APPLICATION WORKSHOPS

We offer SAMS scholarship workshops every winter virtually and on-campus. During these sessions, students will be guided through the application process and provided with tips on effective application techniques. Here are the workshops dates:

- **Feb 10** - Virtual
- **Feb 19** - In Person
- **Feb 24** - Virtual
- **Mar 4** - In Person

Did you know that we can offer workshops at your school?

Guidance counsellors can book a workshop by contacting their regional recruiter or by contacting **enrolment.services@uregina.ca**.

STEP FOUR: FILL OUT THE APPLICATION

There may be additional questions that you need to answer for the awards you are applying for, so be sure to click on “View My Application”. Use the left-hand menu “AWARDS I AM APPLYING FOR” to navigate through each award. This area is like your awards “shopping cart”. You want to review the applications in your cart before you submit your application, or “checkout”. Click on each award name and navigate through the entire menu. You may have to answer questions here pertaining to the award or attach documents like a Personal Statement.

Some awards require Reference Letters, and students cannot attach these to their application in SAMS. You will contact your referee and ask them to email your reference letter directly to safa@uregina.ca. If you are applying for a bursary, you will fill out a Financial Disclosure section for all awards that you are applying for that require you to demonstrate your level of financial need. Some awards require you to fill in the activity summary or community and volunteer involvement pages.

STEP FIVE: SUBMIT THE APPLICATION

You can add awards, and come back to the application later. Once you have completed all of the sections for the awards you are applying for, you will go to the “Final Submission Area”. If you are happy with the awards you have added to your application, you can click “Submit Application”.

When you have submitted your application, you cannot go back and add any more awards to your application. If you mistakenly submit your application before you have added all the awards you are applying for, please contact safa@uregina.ca for assistance.

APPLICATION TIPS

Follow the tips and tricks below in order to apply for SAMS scholarships, awards, and bursaries efficiently and effectively!

1. READ THE ENTIRE AWARD DESCRIPTION

While this may sound obvious, it's important to read all of the criteria for an award. This will help you to apply for awards that you are eligible for. As an example, if you are a Faculty of Social Work student, you would not bother to apply for an award that requires the student to be from the Faculty of Engineering.

2. ORGANIZE REQUIREMENTS

As you add awards to your application, make a list of the information you will need to provide. Some items take more time and effort than others, such as writing an essay on a specific topic, or requesting reference letters.

3. EXTRA CURRICULAR VS. COMMUNITY/VOLUNTEER SERVICES

Extra Curricular activities are any type of involvement in school events, clubs, or sports (ex: SLC, volleyball, drama, etc.).

Community/Volunteerism are activities that you are involved with outside of school (ex: hockey team, fundraising, volunteer work, camp counselor, etc.)

4. PERSONAL STATEMENT

Your personal statement is an essay about you. This is where you can tell the selection committee why you are the best candidate for the award – so show off how great you are!

You will demonstrate your strengths, accomplishments, talents, skills, and achievements as they pertain to the awards you are applying for. We have some helpful information on our website: www.uregina.ca/cost-aid/funding/undergraduate-scholarships/tips-and-help.html.

5. FINANCIAL DISCLOSURE

Financial need is calculated by considering the cost of your studies and the resources that you have to put towards those costs. Fill out the section to the best of your knowledge. Keep in mind that you are listing your expenses and income for the term, so think about your income and expense over the entire four months.

6. REFERENCES

Certain awards require a reference letter. Sometimes the awards specify who the reference should be, while others are more open. If the award does not specify this, be sure to find a reference who will know your work ethic, involvement, and dedication. Some examples of referees are: coaches, teachers, principals, volunteer coordinators, etc.

Reference letters must be sent directly to the U of R from the referee - you cannot submit the reference letters yourself. Have your reference sign and send their letter to Student Awards & Financial Aid via mail or email by the application deadline. Ask your reference as far in advance as you can to give them time to meet the application deadline and provide them with a description of the award.

CONTACT US!

Questions about scholarships, awards, and government financial student assistance?

Student Awards & Financial Aid

safa@uregina.ca
1-306-585-4591
1-800-644-4756

