

FINANCIAL SUPPORT/AWARDS POLICY
Ph.D. Program in Architecture, Landscape, and
Design

Students in years 1 to 4 of the Ph.D. program in Architecture, Landscape, and Design in the John H. Daniels Faculty of Architecture, Landscape and Design are considered to be in the "funded cohort" and are guaranteed a minimum financial support package each year. Effective September 1, 2021, this support package is valued at \$17,500 plus academic tuition and incidental fees for Ph.D. students.

Financial support packages are made up of a combination of major/external awards (e.g., NSERC, SSHRC, OGS), University of Toronto and departmental scholarships and fellowships, Teaching Assistantships and/or Research Assistant positions in the Daniels Faculty. The sources for individual packages will differ among students and may vary from year to year. All income from Teaching Assistantships or Research Assistantships outside the Daniels Faculty will be supplementary to the guaranteed funding package.

MAJOR/EXTERNAL AWARDS: The award value for major/external award recipients (e.g., NSERC, SSHRC, OGS) will be considered part of their financial support packages, an additional "top- up" of Daniels Faculty funding for some major/external awards will be provided (see Financial Support Table). All graduate students are required to apply for external awards for which they are eligible. Graduate students are required to inform the Graduate Administrator if they receive an award, including an award that is paid directly to the student by the awarding body. The funding package may be revised at any point to include major awards, including retroactive awards and award upgrades, which are received during the timeframe covered by this funding letter.

TEACHING ASSISTANTSHIPS: Teaching assistant/co-instructor/course instructor positions are part of the funding package for most graduate students and provide valuable work experience. As a condition of the funding package, students are typically required to apply to/ accept the Teaching Assistantship, co-instructor or course instructor position provided as part of the funding package. For upper years of TA/co-instructor/course instruction funding, students must have also satisfactorily performed duties in the previous year's TA /co-instructor/course instructor position. If these conditions are not met, a student's financial support package may be compromised, and the corresponding portion of your funding package may be forfeited.

There is a limit to the amount of unit 1 work that can be counted toward the base funding package, as per the CUPE 3902 Collective Agreement, the current limit is \$8043. Income over this limit is considered above and beyond the Daniels Faculty base funding package and may or may not be captured in this funding letter.

Positions are posted by the Daniels Faculty for courses in the Faculty's undergraduate and graduate courses. Fall term positions will be open for applications on the Daniels Faculty website in June each year. Winter term positions will be open for applications in October each year. Summer term positions will be open for applications in mid-March. For assistance with the application process please consult with the Daniels Faculty Programs Office (ta@daniels.utoronto.ca).

RESEARCH ASSISTANTSHIPS: Research Assistant Positions (RA-ships) allow students to work on an externally funded research project and acquire first-hand experience that may be helpful to students when they pursue careers.

There are two types of RA-ships: Hourly RA-ships that generate taxable T4 income and Stipendiary RA-ships that generate non-taxable T4A income. Per the Canada Revenue Agency (CRA) the key determining factor is whether or not an employment relationship exists between the student and the supervisor (see link for additional details [CRA – Amounts Determined to be Employment Income](#), sections 3.28 and 3.29).

The following table provides information on both forms of RA-ship:

Hourly RA-ship – T4 (otherwise called casual contract)	Stipendiary RA-ship – T4A
Status as a graduate student is not a condition of the work contract.	The work is available to the student in part because of admission to a specific graduate program.
The work undertaken does not necessarily represent a learning opportunity and/or it is <i>primarily</i> in support of someone else's research objectives.	Any work performed must represent a learning opportunity, though it does not need to be directly related to the student's own research.
Payment is based on hourly work. Timesheets are used to document hourly work and are the basis for payments to the student.	Payment is not based on hourly work and may be provided in a lump sum. Timesheets are not used.
Hourly Research Assistants are part-time employees and represented by USW. Hourly Research Assistants receive vacation pay and may receive employee benefits.	Stipendiary Research Assistants are not employees. Stipendiary Research Assistants do not receive vacation pay or employee benefits.
Hourly Research Assistants receive T4 income, which is subject to income tax.	Stipendiary Research Assistants receive income that is more like an award or scholarship and is therefore T4A income, which is not subject to income tax.

TUITION AND FEES: While the student is within the funded cohort, tuition and fees are paid directly by the Daniels Faculty on the student's behalf. Major/External award recipients with awards in excess of \$17,500 are required to pay their own fees from their financial support package.

PLEASE NOTE:

- This level of funding is guaranteed, subject to a student's continuing full-time attendance in the ALD PhD program, and to a student's satisfactory performance and progress to the degree and continued eligibility for the support, as determined by the student's supervisory committee and by the "funded cohort" definition above.
- While in the funded cohort, students must apply for NSERC/SSHRC, OGS and for any other awards and funding sources for which they are eligible.
- If these conditions are not met, a student's cohort funding package may be compromised.