

**Post-Doctoral Administrative Fee Offset Fund Application 2011-12
Information Page**

**YOUR APPLICATION FORM SHOULD BE SUBMITTED TO:
CUPE Local 3902
180 Bloor Street West, Suite 803
Toronto, ON M5S 2V6**

Thank you for applying to the Fund administered by CUPE Local 3902 to offset Post-Doctoral administrative fees. Please complete the application fully and attach all required documents – **it is your responsibility to ensure that your application is complete.** A checklist is provided to assist you in that process. To be eligible for the fund you must be a member of CUPE 3902 – Unit 1, be employed in the bargaining unit September 1, 2011 to August 31, 2012 as a post-doctoral fellow for a minimum of 30 hours, and have paid the \$200 administrative fee charged by the University of Toronto.

Important Deadlines:

Monday, 3 October, 2011 application forms available
Wednesday, 30 November, 2011 final deadline for applications received fall term
Friday, 16 December, 2011 cheques will be mailed no later than this date
Monday, 30 April, 2012 final deadline for applications received winter term
Friday, 18 May, 2012 cheques will be mailed no later than this date
Tuesday, 31 July, 2012 final deadline for applications received summer term
Friday, 27 August, 2012 cheques will be mailed no later than this date

You must provide the following documents and information with your application:

- A complete application including mailing address, and email address. We will use this address for all correspondence
- A completed membership application form must be included
- A copy of your receipt for the \$200 administrative fee

Checklist – I have included the following

- Complete application**
- Membership application**
- Copy of the receipt for the administrative fee**

Post-Doctoral Administrative Fee Offset Fund Application 2011-12

CUPE 3902, 180 Bloor Street West, Suite 803, Toronto ON M5S 2V6

Telephone: 416.593.7057; email: info@cupe3902.org

Contact Information:

Name

Mailing Address

City/Province/Code

Email Address

Application Information:

Dept of Work

Did you have more than 30 hours of Unit I employment (*teaching assistant, course instructor, marker/grader, invigilator*) between 1 September, 2011 & 31 August 2012 as a post doctoral fellow?

Yes

No

Have you signed a Union Card?

Yes

No

I hereby make application to the CUPE 3902 Post-Doctoral Administrative Fee Offset Fund. In applying for funding I attest and certify that my answers to the above questions are true and accurate to the best of my knowledge and I am not knowingly making any false representation. I further authorise CUPE 3902, its agents, officers or representatives, to request verification of any of this information from the University of Toronto. I also authorise the University of Toronto and any of its officers, agents or representatives to release such personal information to CUPE 3902 for the purpose of verifying any of this information.

Dated the _____ day of _____ 20____ in the City of _____

Signed
