

Wage Equity Defence Fund Application 2011-12

Information Page

Thank you for applying to the Wage Equity Defence Fund administered by CUPE Local 3902. 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 **graduate student registered at the University of Toronto** doing bargaining unit work that would make you a member of CUPE 3902 – Unit 1. E.g. Teaching Assistant, Course Instructor, Marker/Grader, Invigilator
- Be employed in the bargaining unit between 1 September, 2011 and 31 August, 2012
- Be in the funded cohort (as defined by the University of Toronto). Those who are part of the funded cohort receive guaranteed funding from the University of Toronto usually for the first year of a Master program and the first four years of a Doctoral program. The funding from the university generally includes \$15,000 plus tuition as well as a set number of hours in teaching assistantships.
- Have commenced your first assignment as a **graduate student** bargaining unit member within this time period.

Important Deadlines:

Monday January 16, 2012 application forms available

Friday March 9, 2012 **final deadline for applications**

Friday April 27, 2012 notice to all applicants

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

- A complete application including mailing address and Social Insurance Number (T4As will be mailed in February 2013) Please see the notes on the application form regarding these requirements
- If you have not previously signed a Union membership card, a completed membership application form must be included; if you have signed a membership card, a photocopy of your membership card.
- Detailed outline of your funding that indicates the structure of your funding and the number of hours of teaching assistantship that is included in your funding. Your letter of offer from the University may outline this. If not please ask your department to provide you with written confirmation of the number of hours included in your funding and the source of your funding (external or internal). Please note that if your funding includes a flat dollar amount for your teaching assistantship you are likely not eligible for this fund. Certain scholarships will also deem you ineligible for the fund.

The amount that each successful candidate receives will depend on the number of successful applicants and the number of hours included in your funding package. The maximum disbursement will be \$864.86.

You will receive confirmation that your application is on file. If you do not receive confirmation by Friday, March 30, 2012, please contact the union office by email at info@cupe3902.org. **It is your responsibility to contact us if you have not received confirmation of our receipt of your application.**

Checklist – I have included the following

Complete application including detailed funding information

Membership application or proof of membership

Wage Equity Defence Fund Application 2011-12

Please mail your application to:
CUPE 3902, 180 Bloor Street West, Suite 803, Toronto ON M5S 2V6
Telephone: 416.593.7057; email: info@cupe3902.org

Contact Information: Please use a mailing address that we can send all correspondence including your cheque, should you be a successful applicant. Please include your apartment number (if applicable) and your postal code.

Name _____

Mailing Address _____

City/Province/Code _____

Email Address _____

Please note: we are required to have your Social Insurance Number on file so that we can provide you with a T4A in February 2013.

Social Insurance Number _____

Application Information: Some members of the bargaining unit work in a department other than the department of enrolment. It is your department of study that determines your funding; if you work in another department that is the information we will have on file. Having both pieces of information helps us ensure that we have accurate information to process your application.

Dept of Study _____

Dept of Work _____

What year did you start your first assignment of Unit I graduate student employment? Please note – you have to be employed at the University of Toronto doing Unit I work (teaching assistant, marker/grader/invigilator/course instructor) in order to be considered for this fund. In addition you must be part of the funded cohort and meet the funding criteria listed there. Please read the information page to ensure that you meet these criteria.

2009-10

2010-11

2011-12

Have you signed a Union Card?

Yes

No

I hereby make application to the CUPE 3902 Wage Equity Defence 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 _____

Have you included all of the documentation as outlined on the information page? Your application is incomplete if you send in only this page.