

# GSMS Awards

## Department/Faculty Portal: Search for Awards



UNIVERSITY OF ALBERTA  
Faculty of Graduate & Postdoctoral Studies (GPS)

### Purpose of this guide:

**For Departments and Faculties** – Search for an award that is administered or disbursed by GPS through the GSMS Awards portal.

### Sections:

Step 1: Login to the GSMS Portal

Step 2: Search for award(s)

Step 3: Review Award Search results

**Step 1: Login to the [GSMS Portal](#)** with your CCID and password.

Click on the **Awards Admin** tab at the top of the page to access the Awards portal.

MY AWARDS								
Nomination Deadline	Name	Department	No. Awards Available	\$ Amt. (default award value)	App. Deadline	No. Apps	Category	Action
15 Feb 2024	Izaak Walton Killam Memorial Scholarship	Biomedical Engineering	14	45000.00		1	Institutional	

Reports
<a href="#">Student Search</a>
<a href="#">Award Tenure Report</a>
<a href="#">Award Tenure Report (Faculty)</a>
<a href="#">Award Search</a>

## Step 2: Search for award(s)

1. Click on the **Award Search** link in the *Reports* section of the portal.
2. You can search using one or multiple parameters to narrow down your search as needed. If you know the award name, we recommend using a keyword from the name to search (e.g., *Killam, Travel*, etc.)

Search by any combination of Award name, Department, Citizenship status, Program or Thesis/Course Based fields.

In the example below: The selected *Departments* are Chemistry and Biological Sciences, *Citizenship status*: Permanent Resident and Study Permit, and the *Program*: Masters.

Award Search

Please note that this search will only show currently available award opportunities. It will be updated with new opportunities throughout the year as funding is approved.

Leaving the search fields blank will return the most results.

If you wish to restrict your search to awards that are available to applicants with a specific department, citizenship status, program level or type, you may fill in the corresponding fields below.

The Application Deadline column lists the deadline for an applicant/department to submit an application to the FGSR.

For help, please see our [Training Material](#).

Award Name	<input type="text"/>
Department	<input type="text" value="Biological Sciences (Faculty of Science) x Chemistry (Faculty of Science) x"/>
Citizenship Status	<input type="text" value="Permanent Resident x Study Permit x"/>
Program	<input type="text" value="Masters x"/>
Thesis/Course Based	<input type="text" value="Choose Option(s)"/>

SEARCHEXIT

3. Click **Search** to find awards open for the selected parameters, or **Exit** to quit the search.

### Step 3: Review Award Search results

Name	Year	\$ Value	# Awards	FGSR Application Deadline	Action
+ Walter and Phyllis Harris Graduate Scholarship in Chemistry	2023/2024	9600.00	1	31/Aug/2023	▼
+ Verna Tate Graduate Scholarship in Science 2023/24	2023/2024	11000.00	1	31/Aug/2023	▼
+ UAT MA Test Nomination Medal	2023/2024	3200.00	5	31/AUG/2023	▼ Nomination Dashboard
+ Travel Award 2023/24	2023/2024	1500.00		31/Mar/2024	

1. Click on the plus sign to the left of the award name to display eligibility criteria and review the requirements for the award.
2. Use the **Filter** option to search for keywords in the award results.
3. In the **Action** column, the following options may be available to select, depending on the award – *Award Information, Nomination Dashboard and Applicant List*:
  - **Award Information:**
    - You will see this option if your department or faculty is **not** a nominating organisation for the award, or if the application process requires students to submit applications directly to GPS.
    - The *Award Information* section provides detailed information on the award profile, eligibility criteria, application process and any additional application guidance.
  - **Nomination Dashboard:**
    - You will see this option if your department or faculty is a nominating organisation for the award, and the nomination deadline has not passed.
    - Select the link to launch the *Nomination Dashboard* for the award.

- **Applicant List:**

- You will see this option if your department or faculty nominated at least one candidate for the award, and the nomination deadline has passed (but the award is still visible in the Award Search).
- Select this *Applicant List* link to launch a view-only version of the Nomination Dashboard with the list of applicants for the award.