

Funding & Accommodation Fact Sheet

For Full-Time York Graduate Students and CUPE 3903 Members with Disabilities

Last year, former CUPE 3903 member Danie Tucker and I collaborated on this Fact Sheet. There are some changes to it, which you will find below.

If you are doing a Master's degree or a Ph.D. and you are registered as a full-time student, you have access to the following funding and benefits. Most of these are available to people registered as either domestic or international students. The majority of these have been bargained into the CUPE 3903 Unit 1 and Unit 3 collective agreements. You are in Unit 1 if you are doing Tutor types of work, and you are in Unit 3 if you have a Graduate Assistantship (GA), or you are a unionized Research Assistant (RA).¹

This fact sheet covers:

- Extending Your Program With Funding
- Financial Resources
- Academic and Workplace Accommodations

Deadlines vary for each fund and program. If you need any assistance accessing these funds and accommodations procedures, please contact the [CUPE 3903 office](#), at 416.736.5154, Atkinson 143, or <http://3903.cupe.ca/contact-us/>. [The York University Graduate Student Association](#) - 416.736.5865, 325 Student Centre Complex - can also assist you with academic accommodation issues and appeals.

Extending Your Program with Funding

Program Extensions - up to 1 to 2 years. For Ph.D., students this is with an additional year of funding. For Masters students, the amount of funding depends on whether you had a TA or a GA the year before, and – if it was a GA – the length and terms in which you had it. (See article 15.10, Unit 1; article 11.05, Unit 3).²

You need to petition for program extensions through FGS. The form is called an [Academic Petition](#), also at <http://gradstudies.yorku.ca/files/2014/06/academic-petition.pdf>. You will either need a letter from Counselling, & Disability Services (CDS) attesting to your disability or have a doctor fill out the [Attending Physician's Statement](#), also at http://www.registrar.yorku.ca/pdf/attend_physician_statement.pdf

You will also need a letter from your academic advisor that attests to your program progress, and supports your extension. Then, have your GPD sign off on the petition and submit the package to FGS.

Additional Year of Priority Pool Funding – this is for Ph.D. students. This means that for the above funding-based extension, when you are a Ph.D. student part of the funding needs to be a Unit 1 position (article 12.03.2, Unit 1). You follow the same process as you do with the program extension above.

Financial Resources

Extended Health Benefits Fund - (article 15.26, Unit 1; article 22, Unit 3) – a union-adjudicated fund that will cover costs (from partial to full) for **assistive devices**, as well as many other services that your Sun Life plan does not cover. For example, braces and other mobility devices. The application forms and details are on the CUPE 3903 website, under [Extended Health Benefits Fund](#), also at <http://3903.cupe.ca/extended-health-benefits-fund/>

Ways & Means - (article 20, Unit 1; article 18, Unit 3) – a union-adjudicated fund that has a portion set aside for **workplace-related adaptive devices**. For example, voice-recognition software. The application form and details are on the CUPE 3903 website, under [Ways & Means Fund](#), also at <http://3903.cupe.ca/ways-and-means-fund/>

FGS Student Financial Profile – as a full-time student you can apply to FGS through filling out the [Student Financial Profile](#), also at <http://sfs.yorku.ca/aid/sfp/>, to be considered for disability-specific scholarships/bursaries. The deadlines vary for each term, and each type of award and bursary. For example, the next “Awards for Students with Disabilities” application deadline is **Wednesday, October 15, 2015**.

Federal Grants - The Federal Government has a [Students with Disabilities Grant program](#) also at http://www.servicecanada.gc.ca/eng/goc/grant_disabilities.shtml. The amount domestic students can get is \$2,000.

Academic and Work Accommodations

Re-assignment of Classroom and/or Office Space – you can request this without going through a full accommodation process. You are entitled to this under article 15.01.8, Unit 1, and 11.02, Unit 3.

Academic Accommodations – whatever your student status, you can access accommodations for your graduate studies through [Counselling and Disability Services](#) (also called “CDS”), or <http://www.yorku.ca/cds/>.

As part of the academic accommodation process through Counselling and Disability Services, you can remain a full-time student with less of a workload. That is, to avoid dropping down to part-time status and losing funding access (York and OSAP).

Workplace Accommodations - whatever your student status, you can access accommodations for your TA, GA or other contract position through the [Employee Well-Being Office](#), also at <http://www.yorku.ca/hr/units/employeerelations/ewb.html>. The Union strongly recommends contacting the Union first, or copying a representative when you contact the EWO.

¹ York administratively codes unionized RAs as GAs. If you are unsure of whether you are a GA, union-RA or non-union RA, you should contact the union office.

² York seems to have effectively rolled back full-year disability-based funded program extensions for Unit 3 members by working around collective agreement language. The Union will be pursuing this!