Award Payment Schedule

- Logon to ACORN set up **direct deposit** of award/refund payments to your bank account. You must be **registered** (i.e. paid fees or deferred your tuition) to access the direct deposit screen. Select ‘Financial Account’ from the menu and click on the ‘Direct Deposit’ button.

- Keep your **Mailing Address** on ACORN current. **Award instalments cannot be processed if your ACORN Mailing Address has expired.**

- Students must notify the GDPHS of all funding and awards received and/or any changes to funding packages during the academic year. Send details to e.sokoloff@utoronto.ca.

- Students are responsible for ensuring that all fees are paid by **April 30th** of each academic year. Review your financial account in ACORN regularly, and at least after each award instalment payment to review your account balance.

- To make a fee payment, **view and/or print your invoice** from ACORN. Fee payments must be made through your bank - in person or through online banking (like any bill payment).

<table>
<thead>
<tr>
<th>Source</th>
<th>University of Toronto Open Fellowship (UTF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>More than $12,000</td>
</tr>
</tbody>
</table>
| Payment schedule | 3 equal payments:  
  - mid-Sep*  
  - early-Jan**  
  - early-May** | 2 equal payments:  
  - early-Jan**  
  - early-May** | 1 payment:  
  - early-Jan** |
| Important distribution notes | These funds are paid to students through ROSI. Students must be registered for payments to process.  
  * September instalments of UTF funds will be deposited directly into your bank account (instructions above), or a cheque is mailed to your Mailing Address, as it appears in ACORN.  
  ** January and May instalments are posted to your fees account to be allocated towards any outstanding tuition and/or other charges. Any remaining credit in your fees account will be refunded via direct deposit to your bank account or by mail. If you have not made any payments towards your fees, you may not receive any funds in the January term, as the entire instalment will be paid to your student account. |
<table>
<thead>
<tr>
<th>Source</th>
<th>SGS administered awards: OGS/QEII-GSST/SSHRC/NSERC/OSOTF and some CIHR (New)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amount</strong></td>
<td>Variable. The number of instalments depends on the amount and type of funding and should be indicated in your award notification.</td>
</tr>
</tbody>
</table>
| **Payment schedule** | 3 **equal** payments:  
  - mid-Sep*  
  - early-Jan**  
  - early-May**  
| | 2 **equal** payments:  
  - mid-Sep*  
  - early-Jan**  
| | 1 payment:  
  - Sep* or Jan**  
| **Distribution** | These funds are paid to students through ROSI. Students must be registered for payments to process.  
* **September** instalments of SGS administered awards may be **deposited directly** into your bank account, or a cheque is mailed to your *Mailing Address*, as it appears in ACORN. *Needs-based funding will be directed to your fees account.*  
** **January and May instalments are posted to your fees account to be allocated towards any outstanding tuition and/or other charges. Credit remaining in your fees account will be refunded to your bank account or by mail. *If you have not made any payments towards your fees, you may not receive any funds in the January term, as the entire instalment will be paid to your student account.* |

<table>
<thead>
<tr>
<th>Source</th>
<th>Other external awards administered at U of T (Research Services)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amount</strong></td>
<td>Variable</td>
</tr>
<tr>
<td><strong>Payments schedule</strong></td>
<td>Equal <strong>monthly or sessional</strong> payments.</td>
</tr>
</tbody>
</table>
| **Distribution** | These funds are normally paid through ROSI. Students must be registered for payments to process.  
All instalments of U of T administered external awards will be **deposited directly** into your bank account, or a cheque is mailed to your *Mailing Address*, as it appears in ACORN. *Students are responsible for paying tuition and any other academic fees through their bank by the April 30th deadline.*  
Contact your supervisor, the award administrator or the Research Funding Officer in the Research Services Office for information. |

If you are receiving a stipend from your supervisor, and/or awards *not administered* at U of T, please contact your supervisor and the business office of the organization administering the funds for payment schedule and distribution information. |

Revised 2021-07-12