

## Mathematics and Statistics Graduate Students' Association

### LETT BURSARY COMMITTEE

The following is taken from the Mathematics and Statistics Graduate Students' Association constitution.

1. The Department Liason and the Lett Bursary Representative are to act as the two student representatives on the Lett Bursary Committee;
2. If the Department Liason and/or the Lett Bursary Representative is absent or has a conflict of interest with one of the Lett Bursary applicants, remaining executive members must sit on the Lett Bursary Committee in their place;
3. Should all executive members be absent or be in a conflict of interest, the department chair will select the student representatives for the Lett Bursary Committee at their discretion;
4. The department chair may decide when a student representative has a conflict of interest. In such a case, the department chair may not disclose any reason or applicant information;
5. A student representative can remove themselves from the Lett Bursary at their discretion by claiming a conflict of interest;
6. Before each meeting of the Lett Bursary Committee, each representative must sign and date a copy of the following confidentiality agreement.

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#### **Lett Bursary Confidentiality Agreement**

All information contained in Lett Bursary applications is considered confidential and may only be used for the purpose of judging the merits of the application. No applicant information may be disclosed outside of the Lett Bursary Committee meeting. Specifically, disclosure of applicants names, financial situations and other personal information outside of the meeting is not allowed.

Name:

Date: