Office of Graduate Programs and Research

2009 UGF / SSHRC Information Panel

Tuesday, July 7th, 2009, 1:30–3:00pm in Scarfe 310

Wednesday, September 9th, 2009, 12:30–3:00pm in Scarfe 310

*Please note that information in this booklet is culled from web sites at time of publication. Information on web sites may not have been updated and is subject to change without notice. Please visit relevant web sites for latest update.*
Application Deadline:
Monday, September 21st, 2009
to your home Department
*Special Notice*

As the University Graduate Fellowships (UGF) program will come to an end after the 2009-2010 academic year, this fall's competition (for awards to be held in 2010-2011) will be for Affiliated Fellowships only. These Affiliated Fellowships included the Killam Doctoral Scholarships, Pacific Century Graduate Scholarships, Paetzold Fellowships, and others listed at: http://www.grad.ubc.ca/awards/index.asp?menu=004,002,000,000.

(1) The fall 2009 competition will look much the same as previous competitions: the competition for Affiliated Fellowships will still be combined with the NSERC, SSHRC, and CIHR Master's competition and eligibility criteria, application procedures, selection criteria, and the adjudication process will remain virtually the same as in previous years.

(2) The most significant difference from previous competitions is that this fall's competition will be smaller: because the UGF budget will be added to the budget for the Four Year Fellowships (4YF) program for 2010-2011 onward, less funding will be available through the fall 2009 competition (which offers funding for the 2010-2011 year) because only funding from the Affiliated Fellowships will be available. Therefore, the number of applications accepted from graduate programs will be smaller than in previous years. Graduate programs will be notified of the maximum number of applications they can submit in August.

(3) Master's students are eligible to submit applications for Affiliated Fellowship funding for the second year of their Master's program.

(4) 4YF holders (UGF* and GES*) who are Canadian citizens or permanent residents are required to apply for Tri-Agency funding in the fall 2009 competition, if they are eligible. If they do not, they will forfeit their remaining 4YF funding.

(5) International students offered a GES* by their graduate programs are required to submit an application to the fall 2009 competition. If they do not, they will forfeit their remaining 4YF funding.

(6) As in previous years, application materials for the NSERC, SSHRC, and CIHR Master's competitions, and for the Affiliated Fellowships competition, will be available in August. Graduate programs will be notified as application materials on posted online.
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SSHRC J.-Armand Bombardier Canada Graduate Master's Scholarships (CGSM)
SSHRC J.-Armand Bombardier Canada Graduate Doctoral Scholarships (CGSD) &
SSHRC Doctoral Fellowship

NSERC Canada Graduate Scholarships (CGS)
NSERC Postgraduate Scholarships (PGS)
CIHR Canada Graduate Scholarships (CGS) Master's & Doctoral
CIHR Doctoral Research Award
CIHR Fellowship
UGF + SSHRC / NSERC / CIHR (Tri-Council) Application
“Big Picture” Overview

Which best? SSHRC, NSERC or CIHR?

Eligible for UGF? No

Eligible for SSHRC, NSERC or CIHR? Yes

Complete online forms at chosen agency’s web site

IF applying for NSERC or SSHRC, submit hardcopy of application and support docs to your Dept. by its deadline

IF applying for CIHR Doctoral, submit application directly to Ottawa and submit separate UGF-CIHR application to your Dept. by its deadline

Dept. ranks UGF & Tri-Council applications and recommends top candidates to FoGS

Dept. ranks UGF & Tri-Council applications and recommends top candidates to FoGS

FoGS’ Scholarship Committees rank UGF & Tri-Council (SSHRC, NSERC & CIHR) applications and send recommended Tri-Council applications to Ottawa

Tri-Council adjudicates and informs UBC and awardees in late April of the results

FoGS’ Scholarship Committees award UGFs and UGF-Affiliated Awards in late April, early May
You must first determine which one of the three federal funding agencies best supports your area of research: SSHRC (Social Sciences and Humanities Research Council), NSERC (Natural Sciences and Engineering Research Council), or CIHR (Canadian Institutes of Health Research). Collectively, these three agencies are known as the Tri-Council, and SSHRC supports most, but not all, research in the social sciences and humanities disciplines.

To determine which agency supports your area of research, please review each funding agency’s website and then consult with your research supervisor or with your Department Graduate Advisor.

Once you have confirmed which agency best supports your field of study, please review that funding agency’s website to determine if you meet the student-specific eligibility criteria for the specific program to which you are applying. Eligibility is based on a number of factors: your area of research, citizenship, years of study...etc. For example, to be eligible for SSHRC funding, applicants must be Canadian citizens or permanent residents (international students may not apply), and applicants must have a first-class average in each of the last two years of full-time study (80% at UBC). If you are thinking of applying to the UGF competition, and you are eligible to apply to one of the three Tri-Council agencies, you must apply to Tri-Council as well.

By submitting a SSHRC application to your department, you will be automatically considered for the UGF competition. For further information, please see “SSHRC Applicants” below.

If you are not eligible to apply to SSHRC, you need to review the Faculty of Graduate Studies (FoGS) website to determine if you are eligible for the UGF competition. If you are eligible, you are required to submit a UGF application. For further information, please see “UGF Applicants” below. If you are not eligible for the UGF competition, please discuss other funding options with your research supervisor or your Department Graduate Advisor.

**SSHRC Applicants**

If you are eligible for SSHRC, you must go to the SSHRC web site and complete the online application. See: [http://www.sshrc.ca/site/apply-demande/students-etudiants-eng.aspx](http://www.sshrc.ca/site/apply-demande/students-etudiants-eng.aspx)

You must then print out the SSHRC application and submit it, along with hardcopies of your application support materials (letters of reference, etc.), to your Department by its internal deadline: **Monday, September 21st, 2009**

Make sure you include in your application a page listing the UGF-Affiliated Award numbers of those UGF-Affiliated Awards for which you think you are eligible (otherwise you will not be considered for these). A list of UGF Affiliated Awards is available at: [http://www.grad.ubc.ca/awards/index.asp?menu=004,002,000,000](http://www.grad.ubc.ca/awards/index.asp?menu=004,002,000,000)

You will automatically be considered for UGF and SSHRC with your one SSHRC application.
UGF Applicants

If you are ineligible for SSHRC, you must determine if you are eligible to apply for the UGF competition. Please see the FoGS web site on UGF http://www.grad.ubc.ca/awards/index.asp?menu=004,000,000,000 for eligibility guidelines.

If you eligible to apply to UGF, but not to SSHRC, you can proceed to FoGS' UGF application web site to complete and submit the online application. See http://www.grad.ubc.ca/awards/index.asp?menu=004,000,000,000

There is no need for students to print out copies of their UGF application for submission to their Departments, as Departments have access to UGF online applications and will print them out for the Department review. However, you must submit hardcopies of other application support materials (letters of reference, etc.), to your Department by its internal deadline: Monday, September 21st, 2009.

All Applicants

Departments review and rank UGF/SSHRC applications. Applicants who will be in Doctoral programs in September 2010 are ranked separately from applicants who will be in Master’s programs in September 2010, as funding will start in the 2010-2011 academic year. Departments forward their top-ranked applicants to the Faculty of Graduate Studies (FoGS) by Thursday, October 15th, 2009.

The Faculty of Graduate Studies confirms student eligibility for both UGF & SSHRC and then distributes the UGF & SSHRC applications to a University scholarship committee for adjudication. The University-level committees rank applicants who will be in Doctoral programs in September 2010 separately from applicants who will be in Master’s programs in September 2010.

FoGS forwards the SSHRC applications, which are recommended by the University scholarship committee, to SSHRC in Ottawa.

SSHRC takes several months to review the applications and makes its award announcements in late April 2010.

SSHRC contacts successful student awardees directly.

FoGS makes UGF and UGF-Affiliated Award decisions after SSHRC makes its decision on SSHRC fellowship/scholarship awardees.

FoGS sends UGF and UGF-Affiliated Award notices to Departments for distribution to students in late April/early May 2010.
**UBC 2010-2011 UGF/SSHRC Eligibility “Big Picture” Overview**

<table>
<thead>
<tr>
<th>Program</th>
<th>Value</th>
<th>Duration</th>
<th>Eligibility</th>
</tr>
</thead>
</table>
| **UBC University Graduate Fellowship (UGF)** | Killam Predoctoral: $27,500/yr + $2,000 research allowance                       | 2 years  | • Min. 1st Class (80%) standing in last 2 yrs of F/T studies  
• All students regardless of citizenship  
• Registered full-time*(Tuition Schedule A) UBC graduate students as of September 2009  
• Full-time* UBC graduate students starting studies in January 2010  
• UBC graduate students on leave from studies in academic year 2009–2010, but who will be registered full-time* UBC graduate students in academic year 2010-2011  

    > Master's: UBC master's students are eligible to receive UGF funding during the first 24 months of full-time enrolment at the graduate level. All previous studies at the graduate level, regardless of institution and discipline, will be included in determining eligibility.  

    > Doctoral: UBC doctoral students are eligible to receive UGF funding during the first 48 months of full-time enrolment at the doctoral level. All previous studies at the doctoral level, regardless of institution and discipline, will be included in determining eligibility. In cases where a student has transferred directly from a master's program into a doctoral program without receiving a master's degree, eligibility for doctoral funding will be counted from the effective date of transfer to the doctoral program. In cases where a student has proceeded directly from a Bachelor's or equivalent program to a doctoral program, UBC doctoral students are eligible to receive UBC graduate scholarship funding during the first 60 months of full-time enrolment at the doctoral level.  

|                                | Renewable UGF: $16,000/yr                                           | 2 years  |  
|                                | One-year UGF: $16,000/yr                                           | 1 year   |  
|                                | Partial UGF: $8,000/yr                                             | 1 year   |  
|                                | UGF-Affiliated Awards: $300-$25,000                                | 1 year (except when otherwise noted) |  
| **SSHRC CGS-M**                | $17,500/yr                                                           | 1 year (non-renewable) | • Canadian citizen / Permanent resident  
• Be in first Master's-level degree  
• Not be in program FT longer than 12 months by start date of SSHRC award (May or September 2010)  
• First Class (80%) standing in last 2 yrs of F/T studies  
• Not have already received SSHRC, NSERC or CIHR funding for master's-level study.  
• Not applying for NSERC or CIHR in 09-10 academic year.  
• In a program with advanced research training  

|**SSHRC CGS-D**                | $35,000/yr                                                           | 3 years  | • Canadian citizen / Permanent resident  
• Be in your first PhD  
• You may apply if, at the time you take up your award, you will have completed no more than 16 months of your doctoral program. This means that Master's students in the last year of their program, who are starting a UBC Doctoral program next May or September (2010) may also apply.  
• First Class (80%) standing in last 2 yrs of F/T studies  
• Not have already received SSHRC, NSERC or CIHR funding to undertake and/or complete any doctoral degree.  
• Not applying for NSERC or CIHR in 09-10 academic year.  

|**SSHRC DF**                   | $20,000/yr                                                           | Up to 4 years | • Canadian citizen / Permanent resident  
• Be in your first PhD  
• You may apply if, at the time you take up your award, you will have completed no more than 40 months of your first Doctoral program. This means that Master's students in the last year of their program, who are starting a UBC Doctoral program next May or September (2010) may also apply.  
• First Class (80%) standing in last 2 yrs of F/T studies  
• Not have already received SSHRC, NSERC or CIHR funding to undertake and/or complete any doctoral degree.  
• Not applying for NSERC or CIHR in 09-10 academic year.  

* Students are considered full-time if they pay full-time tuition fees. Students are automatically assessed full-time tuition fees (Schedule A) unless they have indicated in writing that they would like to be switched to a part-time tuition fee schedule (Schedule B). All doctoral students are assessed full-time fees.
UGF/SSHRC Letter of Appraisal

Many of you have been asked to write letters of reference for graduate students applying for UGF/SSHRC. These letters are critical to the ranking, advancement and success of our students’ applications. In our efforts to improve the success of the Faculty of Education in this competition, we provide some suggestions for writing stronger, more effective Letters of Appraisal.

PURPOSE: the Letter of Appraisal is to convince the selection committee that the candidate (1) possesses the skills necessary to pursue the proposed research successfully and (2) merits a prestigious national fellowship.

1. BE SPECIFIC Instead of “He developed a promising project that could well advance the field.” (applicable to all students) or “John is an earnest and hard working young man” (the irrelevant character sketch) --- Try something like: “John’s project 'The impact of school chair comfort on the attention span of grade 3 students' is a needed follow-up on Smith’s recently completed studies of the ergonomic design of educational environments.”

2. BE SUPPORTIVE Instead of “…she is clear in her academic goals, focused, and well on her way to develop her research plans: (The rubber stamp) --- Try something like “Jane’s profound understanding of this topic has been bolstered by two recent courses on this topic, interviewing a number of other authorities in this area on campus, and completing a directed study with me.” Will you serve as mentor to this candidate? Do you look forward to supervising him or her as a member of your research team?

3. IDENTIFY SIGNIFICANCE Position the contribution of, and need for, the work being undertaken. Instead of “her work has the potential of contributing significantly to curriculum planning and evaluation” (So what?) OR “since more and more courses are taught through distance education, her research is very important and worthwhile” --- Try something like “Distance education courses are increasing at a rate of 34% per year. The impact of ignoring the costs involved with under-management of distance education could climb to the millions of dollars. Jane will devote her research to resolving this delicate issue before it is too late.”

4. LAUD PREPAREDNESS Comment on the student’s preparedness to undertake and successfully complete the work to a high level. Instead of “she seems to like working with data” (But did she pass the course?) --- Try something like “I have been most impressed by her solid grasp of the analytical techniques required by her research design.”

5. CONSIDER RANKING Although some faculty are reluctant to rank students, the UGF/SSHRC competition is all about making close comparisons, with the departmental rankings certainly playing a significant role. For that reason, you may want to draw on your experience to position the student you are writing about among those who whom you have worked, perhaps on a particular strength, over x number of years or among x number of students. The research plan/publications/presentations are the most important aspect of the students’ files. The ability to plan and complete their work is given considerable weight by the national SSHRC, CIHR and NSERC scholarship committees, and the letters of appraisal play more important role than grades.

If you are asked to write a letter and cannot support both the candidate and the project HONESTLY AND ENTHUSIASTICALLY, then you are most likely not the appropriate referee. Tell the student you do not feel it is appropriate or realistic for you to write a strong supportive letter. Please give him or her direction and suggestions for alternatives.
UGF + SSHRC/NSERC/CIHR Help Contacts for 2010-2011 Competition

*Please note that information on the Tri-Agency web sites has not been updated as of publication date of this booklet. Please visit the respective web sites for latest updates.

**SSHRC**

J.-Armand Bombardier Canada Graduate Scholarships – Master's (CGS-M)
http://www. sshrc.ca/site/apply-demande/program_descriptions-descriptions_de_programmes/fellowships/cgs_masters-besc_maitrise-eng.aspx

J.-Armand Bombardier Canada Graduate Scholarships – Doctoral (CGS-D) & Doctoral Fellowships (DF)

Canada Graduate Scholarships or Fellowships and Institutional Grants Division
SSHRC
350 Albert Street
P.O. Box 1610
Ottawa, ON K1P 6G4
Tel.: 613-943-7777
Fax: 613-943-1329
email for CGS: cgs@sshrc-crsh.gc.ca
email for doctoral fellowships: fellowships@sshrc-crsh.gc.ca

**NSERC**

Alexander Graham Bell Canada Graduate Scholarships (CGS) & Postgraduate Scholarships (PGS)

General Inquiries: 613-947-9677 (Life Sciences & Psychology)
Online Support: 613-995-4273 (Mon.-Fri. 08:00-17:00 EST)
Email: schol@nserc-crsng.gc.ca

**CIHR**

Frederick Banting and Charles Best Canada Graduate Scholarships Master’s Awards (CGS-M)

Frederick Banting and Charles Best Canada Graduate Scholarships Doctoral Awards (CGS-D)

CIHR
160 Elgin Street, 9th Floor
Address Locator 4809A
Ottawa, ON, K1A 0W9
General Inquiries: 613-941-2672
Toll Free: 1-888-603-4178
Fax: 613-954-1800
Email: info@cihr-irsc.gc.ca

Grants & Awards Information: 613-954-1968 or Toll Free 1-888-603-4178 (press “1”)
UBC University Graduate Fellowships (UGF)

Overview
http://www.grad.ubc.ca/awards/index.asp?menu=004,000,000,000

Online Application: http://www.grad.ubc.ca/forms/?=SAW (available mid-August)

Contact the Graduate Secretary (a.k.a. Graduate Program Assistant) in your department:

CCFI: Carmen Radut 604-822-8638 ccfi@interchange.ubc.ca
EDCP: Basia Zurek 604-822-5367 cust.grad@ubc.ca
ECPS: Karen Yan (CNPS, MERM, VRHC) 604-822-6371 karen.yan@ubc.ca
ECPS: Alex Allen (SPED, HDLC, SCPs) 604-822-5351 alex.allen@ubc.ca
EDST: Christine Adams 604-822-6647 grad.edst@ubc.ca
HKIN: Barry Warne 604-822-2767 hkin-gradsec@interchange.ubc.ca
LLED: Anne Eastham 604-822-8259 anne.eastham@ubc.ca

The Office of Graduate Programs & Research (OGPR) will also have a technical support assistant available for help with the technical aspects (NO review of your proposals!) of the online forms for both UGF and SSHRC, starting on Monday, August 31st, 2009. Keep your eyes out for an announcement on your department’s graduate student email list serve.

Application deadline:
Monday, September 21st, 2009 to your home department
Affiliated Fellowships

2010-2011 Competition (deadline Fall 2009)

The Faculty of Graduate Studies offers approximately 220 Affiliated Fellowships each year to meritorious students for full-time study and/or research leading to a graduate degree. Awards are made on the basis of academic excellence, and are open to currently registered, full-time UBC graduate students regardless of citizenship or visa status. Fellowship values range from $300 to $27,500, but most are in the range of $16,000-$17,000.

Fellowships are offered through an annual competition; the competition for Affiliated Fellowships is combined with the competition for NSERC, SSHRC, and CIHR Master’s scholarships held early in the fall term. Students must submit their applications to their graduate program. Graduate programs recommend only their highest-ranked candidates to the Faculty of Graduate Studies, as competition for Affiliated Fellowships is strong each year and there are always many more nominations than available awards. Students should contact their graduate program for more information about departmental review processes and deadlines.

UGF Award Categories

Renewable UGFs and Killam Predoctoral Awards are awarded for a two-year period. Renewable UGF winners and Killam Predoctoral Fellows, however, must apply for NSERC, SSHRC, or CIHR, if they are eligible, to qualify for their second year of funding. (See Other Funding.) Departments must also submit a Departmental Renewal Recommendation Form in order for students to qualify for their second year of funding.

<table>
<thead>
<tr>
<th>Fellowship</th>
<th>Value</th>
<th>Duration</th>
<th>Awarded To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Killam Predoctoral Scholarship</td>
<td>$27,500/year plus $2,000 research allowance</td>
<td>2 years</td>
<td>highest ranked doctoral candidates with two or more remaining years of funding eligibility.</td>
</tr>
<tr>
<td>Renewable UGF</td>
<td>$16,000/year</td>
<td>2 years</td>
<td>highest ranked candidates below the Killam candidates.</td>
</tr>
<tr>
<td>One-Year UGF</td>
<td>$16,000</td>
<td>1 year</td>
<td>candidates ranked slightly lower in the competition. Students are encouraged to re-apply for the next year if they have remaining years of eligibility.</td>
</tr>
<tr>
<td>Partial UGF</td>
<td>$8,000</td>
<td>1 year</td>
<td>candidates ranked lower in the competitions. Students are encouraged to re-apply for the next year if they have remaining years of eligibility.</td>
</tr>
<tr>
<td>Affiliated UGF Awards</td>
<td>$300 - $25,000 (except when otherwise noted)</td>
<td>1 year</td>
<td>highest ranked UGF award holders who meet specific requirements of the affiliated awards. The affiliated award is normally awarded for one year and replaces the UGF award. The award holder receives the original UGF value if the affiliated award amount is lower than the UGF award amount. The award holder receives the UGF award value in the second year if original award is a Renewable UGF</td>
</tr>
</tbody>
</table>
Affiliated Fellowship Types

Several of the Affiliated Fellowships have no specific criteria (unrestricted), while many others have some affiliation or special research focus as part of their criteria (criteria-based). All graduate students in the Affiliated Fellowships competition are automatically considered for unrestricted awards. In order to be considered for any criteria-based awards, students are asked to:

- Review the list of criteria-based affiliated awards to determine if they meet any of these awards' criteria
- List in their Affiliated Fellowships application the award numbers of any and all criteria-based affiliated awards for which they are eligible.

In rare circumstances when no Affiliated Fellowships applicant meets the criteria of a specific affiliated award, the Faculty of Graduate Studies will issue a call for nominations to graduate programs later in the year.

Most affiliated awards have been funded by generous donors. Award recipients are asked to send a thank you letter to the donor (donor information is provided in the Notice of Fellowship).

NOTE: Award values and terms are for the academic year 2008-2009 and are subject to change for 2010-2011.

Eligibility Criteria

Applicants must meet all eligibility requirements.

Academic Standing

Students with a minimum first class standing in each of the last two years of full-time study are eligible to apply. GPA for the last year of full-time study is calculated using all courses taken in that year. GPA for the second-to-the-last year of full-time study is calculated using all courses taken in that year. For UBC courses, first class standing is 80% and higher. At other universities, first class standing is determined from marking keys that accompany transcripts. For transcripts which are not accompanied by marking keys, the International Evaluation Manual grading scales and minimum first class standing requirements should be consulted.

Citizenship

All students regardless of citizenship are eligible to apply. Canadian citizens and permanent residents are required to apply to CIHR, NSERC, or SSHRC, if they are eligible for funding from these research councils. See the websites of these funding agencies for details regarding eligibility.

Fields of Study

With the exception of those program listed below, students in all fields of graduate study are eligible to apply. Exceptions:

- Master of Business Administration
- Master of Management
- Master of Engineering (in Faculty of Applied Science)
- Doctor of Pharmacy
Student Status

The following UBC graduate students are eligible to apply:

- Registered full-time* UBC graduate students as of September 2009
- Full-time* UBC graduate students starting studies in January 2010
- UBC graduate students on leave from studies in academic year 2009–2010, but who will be registered full-time* UBC graduate students in academic year 2010-2011

*Students are considered full-time if they pay full-time tuition fees. Students are automatically assessed full-time tuition fees (assessed on Schedule A) unless they have indicated in writing that they would like to be switched to a part-time tuition fee schedule (Schedule B). All doctoral students are assessed full-time fees.

Students who are currently not registered in a UBC graduate program and who are applying for admission into a UBC graduate program in May 2010 or later are not eligible to apply for Affiliated Fellowships. Please refer to Graduate Support Initiative Awards for more information about funding opportunities for incoming students.

Months of Graduate Funding

Master's-level funding: UBC master's students are eligible to receive UBC graduate scholarship funding during the first 24 months of full-time enrolment at the graduate level. All previous studies at the graduate level, regardless of institution and discipline, will be included in determining eligibility.*

* All previous months of master's will be counted in assessing eligibility, except in cases where the previous master's study was required by the Faculty of Graduate Studies as a basis of admission to the applicant's UBC graduate program. This exception may affect a small number of students from India, Bangladesh, Pakistan, and the Philippines. This exception does not apply in cases where the previous master's study was required by the applicant's graduate program, but not by the Faculty of Graduate Studies.

<table>
<thead>
<tr>
<th>Months of master's completed as of 1 September 2010</th>
<th>Maximum master's level funding available through this competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 or less</td>
<td>12 (Sep 2010 to Aug 2011)</td>
</tr>
<tr>
<td>16</td>
<td>8 (Sep 2010 to Apr 2011)</td>
</tr>
<tr>
<td>20</td>
<td>4 (Sep 2010 to Dec 2010)</td>
</tr>
<tr>
<td>24</td>
<td>Not eligible for master's-level funding</td>
</tr>
</tbody>
</table>

Doctoral-level funding: In cases where a student has undertaken master's-level studies (whether completed or not), UBC doctoral students are eligible to receive UBC graduate scholarship funding during the first 48 months of full-time enrolment at the doctoral level. All previous studies at the doctoral level, regardless of institution and discipline, will be included in determining eligibility. In cases where a student has transferred directly from a master's program into a doctoral program without receiving a master's degree, eligibility for doctoral funding will be counted from the effective date of transfer to the doctoral program.

<table>
<thead>
<tr>
<th>Months of doctoral study completed as of 1 September 2010</th>
<th>Maximum doctoral level funding available through this competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>36 or less</td>
<td>12 (Sep 2010 to Aug 2011)</td>
</tr>
<tr>
<td>40</td>
<td>8 (Sep 2010 to Apr 2011)</td>
</tr>
<tr>
<td>44</td>
<td>4 (Sep 2010 to Dec 2010)</td>
</tr>
<tr>
<td>48</td>
<td>Not eligible for doctoral-level funding</td>
</tr>
</tbody>
</table>
Doctoral-level funding: In cases where a student has proceeded directly from a Bachelor's or equivalent program to a doctoral program, UBC doctoral students are eligible to receive UBC graduate scholarship funding during the first 60 months of full-time enrolment at the doctoral level. All previous studies at the doctoral level, regardless of institution and discipline, will be included in determining eligibility.

<table>
<thead>
<tr>
<th>Months of doctoral studies completed as of September 2010</th>
<th>Amount of doctoral-level funding available through this competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>48 or less</td>
<td>12 (Sep 2010 to Aug 2011)</td>
</tr>
<tr>
<td>52</td>
<td>8 (Sep 2010 to Apr 2011)</td>
</tr>
<tr>
<td>56</td>
<td>4 (Sep 2010 to Dec 2010)</td>
</tr>
<tr>
<td>60</td>
<td>Not eligible for doctoral-level funding</td>
</tr>
</tbody>
</table>

**Paid Internships**

Students may not hold Affiliated Fellowship funding while on a paid internship that is at least 12 months in duration. Students who plan to be on a paid internship of at least 12 months during the 2010-2011 academic year may apply for Affiliated Fellowship funding in the fall 2010 competition, but if they are successful in winning Affiliated Fellowship funding they will be required to defer their Affiliated Fellowship until they have completed their internship, subject to the following conditions:

- the student must be a full-time registered doctoral student once they return from the internship in order to take up the deferred Affiliated Fellowship;
- the Affiliated Fellowship funding may not be paid beyond 48 months of doctoral study;
- the Affiliated Fellowship may only be deferred and not extended; and
- the internship must be a required component for completion of the degree.

**Selection Criteria**

**Applications in Science/Engineering and Health Sciences**

Applications will be evaluated according to the following criteria and weightings:

**Academic Excellence**

applicants for Master's funding: 50%

applicants for doctoral funding: 30%

- academic record;
- scholarships and awards held; and
- duration of previous studies.

**Research ability or potential**

applicants for Master's funding: 30%

applicants for doctoral funding: 50%
• quality of contributions to research and development;
• relevance of work experience and academic training to field of proposed research;
• significance, feasibility, and merit of proposed research, and justification for location of tenure;
• ability to think critically;
• ability to apply skills and knowledge;
• judgment;
• originality;
• initiative and autonomy;
• enthusiasm for research; and
• determination and ability to complete projects within an appropriate period of time.

Communication, interpersonal and leadership abilities

applicants for Master’s funding: 20%

applicants for doctoral funding: 20%

• The ability or potential to communicate scientific concepts clearly and logically in written and oral formats. For example, this could include:
  o quality of the application's presentation;
  o participation in preparing publications; and
  o awards for oral presentations or papers.
• Professional and relevant extracurricular interactions and collaborations. For example, this could include:
  o mentoring;
  o teaching;
  o supervisory experience;
  o project management;
  o chairing committees;
  o organizing conferences and meetings; and
  o elected positions held.

Applications in Social Sciences and Humanities

Applicants for Master’s funding *

Applications will be evaluated according to the following criteria and weightings:

Academic Excellence: 60%

Academic excellence—as demonstrated by academic transcripts, awards and distinctions

Research Potential: 30%

Quality of analytical skills, ability to think critically, ability to apply skills and knowledge, judgment, originality, initiative and autonomy, determination and ability to complete projects within an appropriate period of time—as demonstrated in the description of program of study and by work experience, research contributions, letters of appraisal and, if applicable, the departmental appraisal

Communication Skills: 10%

As demonstrated in the description of the program of study and, if relevant, by work experience, community involvement
and other extracurricular activities, as well as by letters of appraisal, the quality of presentation of the application and, if applicable, the departmental appraisal

*Master’s applicants in the creative and performing arts*

Applications will be evaluated according to the following criteria and weightings:

**Creative/Performance Excellence: 60%**

Creative/performance excellence—as demonstrated by artistic creation and/or performances

**Academic Excellence: 30%**

Academic excellence—as demonstrated by academic transcripts, awards and distinctions

**Communication Skills: 10%**

As demonstrated in the description of the program of study and, if relevant, by work experience, community involvement and other extracurricular activities, as well as by letters of appraisal, the quality of presentation of the application and, if applicable, the departmental appraisal

**Applicants for doctoral funding**

Applications will be evaluated according to the following criteria:

- past academic results, demonstrated by transcripts, awards and distinctions;
- the program of study and research and its potential contribution to the advancement of knowledge;
- relevant professional and academic experience, including research training, as demonstrated by conference presentations and scholarly publications;
- two written evaluations from referees; and
- the departmental appraisal

**Other Funding**

**External Award Funding**

**Applying for External Award Funding**

Affiliated Fellowships awards are funded from University sources. When more students apply for and are awarded external funding, more University funds are available to students who are not eligible for, or are not funded by, external funding agencies. Therefore, to be considered eligible for Affiliated Fellowships funding, students are required to apply – if they are eligible – for external funding from one of the federal research councils (CIHR, NSERC, or SSHRC) for the same period.

**New Affiliated Fellowships:** Applications for CIHR, NSERC, SSHRC, and Affiliated Fellowships awards are submitted each fall. UBC graduate students who submit an NSERC, SSHRC, or CIHR-master’s scholarship application are automatically considered for the Affiliated Fellowships competition. UBC graduate students who complete a CIHR Doctoral award application also need to submit an Affiliated Fellowships application if they would like to be considered for the Affiliated Fellowships competition. Affiliated Fellowships applicants who are eligible to apply for funding from one of the federal research councils but do not do so will be considered ineligible for Affiliated Fellowships funding and will be withdrawn from the Affiliated Fellowships competition.

Students who submit applications to any other external funding agency (i.e., MSFHR, Heart and Stroke Foundation) also
need to submit an Affiliated Fellowships application if they would like to be considered for the Affiliated Fellowships competition.

**Renewable Affiliated Fellowships:** Students who are awarded Renewable Affiliated Fellowships funding are required to apply for external funding from CIHR, NSERC, or SSHRC – if they are eligible – to be considered eligible for their second year of Affiliated Fellowships funding. Applications to the federal research councils would be made in the **fall of the first year of Affiliated Fellowships funding.** Eligible students who do not apply for funding from one of the federal research councils will be **considered ineligible** for renewal of their Affiliated Fellowships funding.

**Accepting External Award Funding**

Students offered both Affiliated Fellowships funding and national, provincial or international funding for full-time study and/or research at UBC will be required to accept the external funding. If the value of the external award funding is greater than the value of the Affiliated Fellowships funding, the student must decline the Affiliated Fellowships funding. If the value of the external award funding is less than the value of the Affiliated Fellowships funding, the student will receive the difference between the Affiliated Fellowships and external award funding.

If a current Affiliated Fellowships award holder chooses to take up an external award before the end of the current Affiliated Fellowships funding period, the Affiliated Fellowships funding will be pro-rated to the start date of the external award.

Funding offered to students from a CIHR Strategic Training Program is not considered external award funding. Students may accept Affiliated Fellowships funding and CIHR Strategic Training Program funding for the same period.

**UBC Award Funding**

Graduate students can hold both Affiliated Fellowships funding and other UBC awards.

**Employment**

Students who hold Affiliated Fellowships funding may also accept and retain teaching and research assistantships. However, Affiliated Fellowships holders are expected to spend no more than 12 hours per week in employment that does not relate to their thesis research.

**Application Process**

**2010-2011 Competition (deadline Fall 2009)**

For CIHR, NSERC, or SSHRC application procedures, please review the appropriate section of the Graduate Awards website.

**Review Website**

It is the responsibility of each applicant to review all Affiliated Fellowships policies and procedures as outlined on this website.

**Choose Correct Application**

Students who submit a CIHR CGS-master's, NSERC, or SSHRC application to their UBC graduate program are automatically also considered for the Affiliated Fellowships competition. Such students **do not** submit a separate Affiliated Fellowships application.
Students who:

- are required to submit their CIHR, NSERC, or SSHRC application directly to the external funding agency or through their previous university (ie. not through UBC), or
- are not eligible to apply to NSERC, SSHRC, or CIHR

must complete and submit the Affiliated Fellowships on-line application form. The Affiliated Fellowships on-line application form will be available on the Awards Forms for Students page in mid-August. To determine the appropriate discipline (Health Sciences, Natural Sciences/Engineering, or Social Sciences/Humanities) under which to apply, students should consult with their faculty supervisor or graduate program advisor.

**Important Note:** In order to be considered eligible for Affiliated Fellowships funding, students who are eligible to apply for funding from CIHR, NSERC, or SSHRC are required to do so. Eligibility requirements, application procedures, and application forms for each agency are available on their respective websites.

### Determine Where to Submit Application

Affiliated Fellowships application forms are submitted electronically to the applicant’s UBC graduate program. Attachments (supporting application materials such as the outline of proposed research, transcripts, letters of reference) must be submitted as hard copy documents to the applicant’s UBC graduate program.

Applications may not be submitted directly to the Faculty of Graduate Studies.

### Deadlines

The applicant must contact his or her graduate program for their deadline. Graduate programs must review students’ applications well in advance of Faculty of Graduate Studies deadline. Graduate program deadlines vary from mid-September to early October.

### UGF Application Instructions

**2009-2010 Competition (deadline Fall 2008)**

For detailed instructions for UGF applications, please choose the appropriate link below:

- Social Sciences / Humanities
- Natural Sciences / Engineering
- Health Sciences

For detailed instructions for CIHR applications, please visit the CIHR website.

For detailed instructions for NSERC applications, please visit the NSERC website.

For detailed instructions for SSHRC applications, please visit the SSHRC website.

### Ineligible Applications

In cases when an applicant does not meet the eligibility requirements for the combined Affiliated Fellowships/Tri-Agency competition, the Faculty of Graduate Studies will notify the applicant's department and remove the application from the competition.
Applications submitted to the combined Affiliated Fellowships/Tri-Agency competition shall also be removed from the competition for any of the following reasons:

- if the application form or free-form pages are hand-written,
- if a minimum of two reference forms or letters are not submitted with the application,
- if transcripts from any institutions listed in the academic history section of the application are not submitted with the application,
- if the free-form pages are not submitted with the application,
- if the free-form pages are not formatted correctly (according the formats for font size and margins listed in the application instructions).

A final note regarding free-form pages: Should the applicant exceed the page limits listed in the application instructions, any additional pages will be removed.

Adjudication Process

Affiliated Fellowships are adjudicated at both departmental and university levels. Rankings reached at each of these levels are independent, thus applicants' rankings at the departmental level may be different from their rankings at the university level.

Department Ranking

Graduate programs conduct their own internal Affiliated Fellowships review process, after which they recommend only their highest ranked candidates to the Faculty of Graduate Studies.

University-Wide Ranking

The Faculty of Graduate Studies co-ordinates the university-wide ranking which is carried out by a four sub-committees comprised of faculty members representing various disciplines. Each application is reviewed and scored by three sub-committee members.

Sub-Committees

- Humanities
- Social Sciences
- Medical-Biological
- Science and Engineering

For more information on university-wide scholarship committees, please visit the Faculty of Graduate Studies, Policies and Procedures website on Graduate Award Committees.

Notification of Winners

- The Faculty of Graduate Studies provides a final ranking of all NSERC, SSHRC, CIHR Master's and Affiliated Fellowships applicants and preliminary cut-off scores for Affiliated Fellowships awards to all departments in early February.
- Affiliated Fellowships offers are made after NSERC, SSHRC and CIHR announce their award winners in the spring.
- The Faculty of Graduate Studies provides graduate programs with departmental lists of Affiliated Fellowships award offers. Graduate programs will be responsible for notifying their students.
- Official Affiliated Fellowships offers are made by the Faculty of Graduate Studies to students online
For Awards Winners

Notification of Winners

Affiliated Fellowships offers are made soon after NSERC, SSHRC and CIHR make their awards announcements in the spring.

- The Faculty of Graduate Studies provides graduate programs with departmental lists of Affiliated Fellowships award offers. Graduate programs are responsible for notifying their students.
- Official Affiliated Fellowships award offers are made to students online through the Student Service Centre.

Fellowship Start and End Dates

Affiliated Fellowships are awarded for the academic year, from September to August.

Start Dates

Students will have their award pro-rated to the date when they start their program, in cases when they start after September 1. Students starting their academic programs in Term 2 of the Winter Session (January) will have their awards pro-rated and will receive two instalments of their UGF award.

End Dates

All awards are terminated as follows, in keeping with Senate Regulation on Graduate Awards, which state:

“The fellowships and scholarships offered are available only for full-time study and/or research leading to a higher degree in the Faculty of Graduate Studies at the University of British Columbia and will normally be paid if the recipient is in full-time study and/or research at the University during the payment periods.” Senate Regulations governing Graduate Awards

- **Completion of Degree.** Students will have their Affiliated Fellowship pro-rated to the end of the month in which they complete their degree requirements. Students will be required to return any amounts issued to them for the time period after this date.
- **Withdrawal from Program.** Students will have their Affiliated Fellowship pro-rated to the date when their withdrawal from their degree program is effective. Students will be required to return any amounts issued to them for the time period after their effective withdrawal date.
- **Leaves of Absence.** Affiliated Fellowship awardees will not be able to receive award payments for any term/s that they are on leave. Awardees will resume receiving the balance of their awards when they return as full-time registered students. See Graduate Studies Policy and Procedures Manual for more information on Leaves.

Award Payment

Please review the “Activation and Payment of Awards” section of this website for information regarding the payment of your Affiliated Fellowship.
Transfers

Students awarded Affiliated Fellowships may transfer from one UBC department or degree program to another and keep their Affiliated Fellowships award, with the approval of the Faculty of Graduate Studies.

A recommendation to transfer supported by a review of the student's academic qualifications should come from the new graduate program. The recommendation should include the effective date of transfer to the new program, which must correspond with the beginning of a Term or Session.

Renewal Awards

Graduate programs are required to complete a Renewal Form for all Renewable Affiliated Fellowships. The deadline for submission of the Renewal Form to the Faculty of Graduate Studies is mid-February. Please see UGF Info for Departments section for more information.

Students are required to apply for external funding from NSERC, SSHRC or CIHR, if they are eligible, to qualify for their second year of funding. See Other Funding section.

Please Note: If current Affiliated Fellowships award holders choose to take up an external award starting in May, the May instalment of their Affiliated Fellowship will be cancelled.

UGF Info For Grad Programs

Affiliated Fellowships Deadline for Graduate Programs

The deadline by which graduate programs must submit all application materials to the Faculty of Graduate Studies for 2010-2011 Affiliated Fellowships competition is 4:00pm Thursday 15 October 2009. Graduate programs must set an earlier deadline by which students must submit their application materials to the graduate program.
Affiliated Fellowship Types

Several of the Affiliated Fellowships have no specific criteria (unrestricted), while many others have some affiliation or special research focus as part of their criteria (criteria-based). All graduate students in the Affiliated Fellowships competition are automatically considered for unrestricted awards. In order to be considered for any criteria-based awards, students are asked to:

- Review the list of criteria-based affiliated awards to determine if they meet any of these awards' criteria
- List in their Affiliated Fellowships application the award numbers of any and all criteria-based affiliated awards for which they are eligible.

In rare circumstances when no Affiliated Fellowships applicant meets the criteria of a specific affiliated award, the Faculty of Graduate Studies will issue a call for nominations to graduate programs later in the year.

Most affiliated awards have been funded by generous donors. Award recipients are asked to send a thank you letter to the donor (donor information is provided in the Notice of Fellowship).

NOTE: Award values and terms are for the academic year 2008-2009 and are subject to change for 2010-2011.

Criteria-Based

00145 T. K. Lee Scholarship

A $1,800 scholarship endowed by T. (Ting) K. Lee is awarded on the recommendation of the Faculty of Graduate Studies to a student from the People's Republic of China. Financial circumstances will be considered.

00146 Basant Singh and Harnam Kaur Singh Fellowship

An $11,000 fellowship is awarded to a full-time student in a master's or doctoral program in any discipline, whose work will contribute directly or indirectly to a better understanding and the ultimate advancement of immigrant visible minorities in Canada.

00151 Hong Kong - Canada Business Association Scholarship

A $6,500 scholarship offered by the Hong Kong-Canada Business Association, Vancouver Section to assist graduate students who have an academic focus on Asia to undertake formal studies or project research in Hong Kong for a period of not less than eight weeks.

00165 Simons Foundation Doctoral Scholarships

Two $10,000 scholarships have been endowed by The Simons Foundation to encourage women entering doctoral programs. One award is available in the humanities or social sciences and the second in science or applied science. The recipients will be outstanding women with potential for significant contribution to society.
through achievement in their chosen field.

00350 Tina and Morris Wagner Foundation Fellowship

This fund, established through a bequest from Mr. and Mrs. Morris Wagner, provides annual income of $90,000. The income may be used to provide loans and fellowships for students in the Humanities.

00357 Walter W. Jeffrey Memorial Scholarship

A scholarship of $400 has been endowed by Mrs. Jeffrey and friends in memory of Dr. Jeffrey, an Associate Professor in the Faculty of Forestry, who lost his life in an aircraft accident in August, 1969 while taking part in a water resources study for the Department of Indian Affairs and Northern Development. In recognition of his special interest in forest hydrology, and his devoted efforts in establishing interdisciplinary studies at the University of British Columbia, this scholarship is awarded to a graduate student engaged in interdisciplinary studies related to water resources. In making the award, consideration will be given not only to academic standing, but also to personal qualities, character, interest and promise in interdisciplinary land use research.

00430 James Robert Thompson Fellowship

One or more fellowships totaling $9,800 have been made available by the late James Robert Thompson, B. Comm., 1967. The awards are made on the recommendation of the Faculty of Graduate Studies to a student or students planning a career related to preservation of the natural environment. It was the wish of the donor that recipients of the fellowship would demonstrate a desire to use their talents and abilities to establish a significant career role in preserving the natural and wilderness areas in BC and the Yukon.

00484 Dr. Chi-Kit Wat Scholarship

Two scholarships of $2,500 each have been established by family and friends in memory of Dr. Chi-Kit Wat. Dr. Wat was associated with the University of British Columbia for many years both as a student and later in her career as a research scientist. The award is made to a visa student from the People's Republic of China who is pursuing post-baccalaureate studies and who demonstrates outstanding academic achievement and promise. A second award is made to a Canadian citizen or permanent resident of similar academic calibre.

00486 C.L. Wang Memorial Fellowship

A $1,300 scholarship has been endowed in memory of C.L. Wang by family and friends. C. L. Wang, born Wang Chang-Lin in 1902, was the son of a mandarin official in the last Chinese dynasty before the revolution in 1911. He graduated from Tsing Hua University in Beijing in 1921. With a Tsing Hua scholarship, he studied at the University of Chicago completing his B.Com. in Economics. Following graduation, he worked at the Harris Trust Co. in Chicago, and returned to China in 1926. His career in banking spanned nearly four decades. He was the manager and a Director of the Shanghai Commercial Bank until he retired in 1964. He firmly believed in education and encouraged the young not only in the field of economics and banking to which he devoted his life, but also in engineering and medicine. He died a peaceful death in 1987, at the age of 85. The award is made on the recommendation of the Faculty of Graduate Studies to a graduate student from the People's Republic of China, with preference given to a student in Commerce and Business Administration, Engineering or Medicine.

00493 Effie I. Lefaux Scholarship in Mental Retardation

One or more scholarships to a total of $2,750 are offered to graduate students working in the area of mental
retardation. The funds are provided through a bequest from the estate of Effie I. Lefeaux.

00527 Hugo E. Meilicke Memorial Fellowship

This fund was established by the late Hugo E. Meilicke who gave distinguished service to the community through his business associations and through active participation in organizations such as the Kiwanis Club, the Salvation Army, the Vancouver Foundation, the Crippled Children's Hospital, the Vancouver Art Gallery, and the Vancouver Symphony Society. The annual income of $42,000 provides awards in various fields such as agriculture, political science, commerce, fine arts, and music.

01617 Bank of Montreal Graduate Fellowship

Two fellowships of $16,000 each, endowed by the Bank of Montreal, are available to outstanding graduates in any field but preference is given to graduate students in the field of finance and economics.

04811 Westcoast Energy Inc. Jack Davis Scholarship in Energy Studies

A $5,800 scholarship has been endowed by Westcoast Energy Inc. in memory of the Honourable Jack Davis. The award is made to a graduate student in energy studies.

04812 Emergency Preparedness Conference Scholarship Award

A $3,800 award endowed by the Emergency Preparedness Conference is offered to graduate students concentrating on Emergency Planning. Recipients will be invited to the annual Emergency Preparedness Conference and may be encouraged to present their work at a subsequent meeting.

04820 Du Pont Canada Fellowship in Pulp and Paper

A $7,200 fellowship has been endowed by Du Pont Canada Inc. and the Province of British Columbia. The award is offered to a graduate student undertaking research related to the pulp and paper industry.

04821 R. Howard Webster Foundation Fellowship

Fellowships to a total of $67,500 have been endowed by the R. Howard Webster Foundation and the Province of British Columbia. The awards are offered to students in the Faculty of Graduate Studies for members of Green College.

04833 Shaughnessy Hospital Volunteer Society Fellowship in Health Care

Two $10,000 fellowships have been endowed by the Shaughnessy Hospital Volunteer Society for graduate students in the field of health care. Preference may be given to students with volunteer experience.

04842 Scott Paper Graduate Fellowship

Fellowships totaling $16,000 are endowed by Scott Paper Limited and the Province of British Columbia. The award is offered to a francophone Canadian graduate student.

04850 Pacifica Family Addiction Foundation Geoffrey Lane Nanson Scholarship
A $1,000 scholarship is offered by the Women's Addiction Foundation in honour of Dr. Geoffrey Lane Nanson to a graduate student whose research focuses on issues concerning women with chemical dependency or alcoholism.

04852 Catalyst Paper Corporation Fellowship

Fellowships totaling $32,000 have been endowed by Norske Canada Limited. The awards are offered to students from Norske Canada operating communities and surrounding areas. Preference will be given to students from communities outside the lower mainland: Armstrong, Ashcroft, Boston Bar, Campbell River, Caycuse, Courtenay, Crofton, Hagensborg, Honeymoon Bay, Kelowna, Ladysmith, Mackenzie, Madeira Park, New Westminster, Port McNeill, Richmond, Sandspit, Sechelt, Vancouver, Williams Lake, Youbou.

04856 Gertrude Langridge Graduate Scholarship in Humanities

A scholarship of $5,600 has been endowed through the bequest of Gertrude Langridge. The award is offered to a graduate student in any field of Humanities and is made on the recommendation of the Faculty of Graduate Studies.

04857 Gertrude Langridge Graduate Scholarship in Medical Sciences

A scholarship of $6,000 has been endowed through the bequest of Gertrude Langridge. The award is offered to a graduate student in any field of Medical Sciences and is made on the recommendation of the Faculty of Graduate Studies.

04888 St. John's College Charles C.C. Wong Memorial Fellowship

Two fellowships totaling $28,000 have been endowed by family and friends in memory of Charles C.C. Wong for students in the Faculty of Graduate Studies. The award is offered to students who are members of St. John's College. Recipient is known as St. John's Scholar.

04889 St. John's College Sir Quo-Wei Lee Fellowship

Two fellowships totaling $32,000 have been endowed by Sir Quo-Wei for students in the Faculty of Graduate Studies who are residents of St. John's College. Recipients are known as St. John's Scholars.

04891 J.K. Zee Memorial Fellowship

A $10,000 fellowship has been endowed in memory of J.K. Zee by family and friends. The award is offered to a graduate student in Computer Engineering or Civil Engineering (Construction Management) and is renewable for a second year. The award is made on the recommendation of the Faculty of Applied Science, in consultation with the Faculty of Graduate Studies.

06307 St. John's College Reginald and Annie Van Fellowship

Fellowships totaling $28,000 has been endowed Reginald and Annie Van. The award is offered to a student in the Faculty of Graduate Studies who is a resident of St. John's College. Recipient is known as St. John's Scholar.
06326 C.D. Howe Graduate Fellowship in Public Policy

A $16,000 fellowship has been endowed by The C.D. Howe Memorial Foundation and The University of British Columbia. The award is offered to a graduate student in public policy.

06333 St. John's College Itoko Muraoka Fellowship

Fellowships totaling $15,000 have been endowed through a bequest by Itoko Muraoka. The awards are offered to students in the Faculty of Graduate Studies who are residents of St. John's College. Recipients are known as St. John's Scholars.

06334 St. John's College George Shen Fellowship

A fellowship of $12,500 has been endowed in honour of George Shen. The award is offered to a student in the Faculty of Graduate Studies who is a resident of St. John's College. Recipient is known as St. John's Scholar.

06336 Anne and John Brown Fellowship in Diabetes and Obesity Related Research

Fellowships totaling $21,000 have been endowed by Anne and John Brown. The award is offered to a graduate student involved in diabetes and obesity related research.

Cordula and Gunter Paetzold Fellowship

Fellowships of $18,000 each have been endowed by Cordula Paetzold and the University of British Columbia for full-time master's or doctoral students, with preference given to graduate students with disabilities, First Nations graduate students, and women students pursuing graduate study in medicine, neuroscience, genetics, health care and epidemiology, pharmaceutical sciences, music, theatre and film, forestry and architecture. Depending on which of the criteria you meet, please list the following award number(s) on your UGF application form:

- 06350-disability: student with disability
- 06350-aboriginal: aboriginal student
- 06350-female: female student in a program listed above

06362 James and Setsuko Thurlow Scholarship in Peace and Disarmament Studies

Scholarships totaling $5,000 have been endowed by James and Setsuko Thurlow and UBC for graduate students pursuing studies in peace and disarmament or nuclear and other weapons of mass destruction. The award is made on the recommendation of the Faculty of Graduate Studies.

06364 Gerhard Henrik Armauer-Hansen Memorial Scholarship

Scholarships totaling $5,300 have been endowed in memory of Dr. Gerhard Henrik Armauer-Hansen, through a bequest by Mary Armauer-Hansen, for graduate students in the Faculty of Medicine or the Department of Microbiology and Immunology who are pursuing research into Hansen's Disease (leprosy) or other bacterial diseases. The award is made on the recommendation of the Faculty of Graduate Studies.

06367 Amanda Araba Ocran Memorial Award

A $450 award has been endowed by family, friends and colleagues in memory of Amanda Araba Ocran for a
graduate student whose research focuses on issues of social justice and racial or economic inequality, or a critical analysis of our society and its socio-economic structures. At the time of her death in 1998, Amanda Ocran was a UBC Ph.D. candidate who was active in the Graduate Student Society, the Student Women's Action Caucus and the Women of Colour Mentoring Network. Her research focused on the exploitation of immigrant home workers as cheap labour. The award is made on the recommendation of the Faculty of Graduate Studies.

**06391 Michael W. Stahl Memorial Graduate Scholarship**

A $5,000 scholarship is offered by Guenter and Diane Stahl in memory of their son, Michael W. Stahl (March 16, 1969 to November 9, 2005), to a graduate student conducting research in the areas of addiction, depression, or mental illness. In spite of some progress from recently initiated treatment for depression, Michael died after many years of struggling with alcohol and drug addiction.

**Pacific Century Graduate Scholarship**

The Pacific Century Graduate Scholarships are $10,000 Scholarships funded by the Province of British Columbia. These merit based graduate scholarships are to reward scholarship excellence and are available to students in research intensive graduate programs at both the master's and PhD levels. Particular consideration will be given to students who address the Government of British Columbia's priorities in the following sectors of the province's economy: Life Sciences, Technology, Clean Technology, Natural Resources, Asia-Pacific Gateway Strategy, as well as to provide opportunities for aboriginal students to pursue advanced study. Up to 20% of the annual allocation of these scholarships is open to international students with Canadian student authorization/study permits. Scholarships may be renewed for a second year if the student retains good academic standing. All written materials arising from this grant are to acknowledge the financial support of the Province of British Columbia through the Ministry of Advanced Education. Winners of these scholarships will receive additional funding from other University scholarship sources for a combined total scholarship value of $17,000.

- 06413-life sciences
- 06413-technology
- 06413-clean technology
- 06413-natural resources
- 06413-asia-pacific
- 06413-business skills
- 06413-aboriginal

**06394 Frieda Granot Graduate Scholarship in Interdisciplinary Research**

A $1,000 scholarship has been endowed in honour of Dr. Frieda Granot to recognize over thirty years of service to The University of British Columbia, both as a professor in the Sauder School of Business, starting in 1975, and as Dean of the Faculty of Graduate Studies (1996-2006). The award is made on the recommendation of the Faculty of Graduate Studies to a Ph.D. student conducting interdisciplinary research.

**06427 St. John's College Li Pai Lin Memorial Graduate Scholarship**

Scholarships totalling $2,500 have been endowed by Anita K.F. Li and family in memory of her husband, Li Pai Lin, who was an alumnus of St. John's University in Shanghai. The awards are offered to students in the Faculty of Graduate Studies who are residents of St. John's College at UBC and are made on the recommendation of the Faculty.
Unrestricted

00670 Northern Telecom Graduate Fellowship

A fellowship of $16,000 has been endowed by Northern Telecom Ltd. with the support of the Province of BC. It is available to a graduate student in any field.

04858 Jean MacDonald Graduate Fellowships

Fellowships totaling $27,000 have been endowed through a bequest from Flora A. Musgrave (B.A. '26). The awards are offered to graduate students in any field of study.

04861 Patrick David Campbell Graduate Fellowship

Fellowships totaling $54,000 have been endowed by Patrick David Campbell, B.A. Sc. 1947 and the University of British Columbia. The awards are offered to graduate students in a 's or doctoral program.

04868 John R. Grace Fellowship

Fellowships totaling $11,000 have been endowed by friends, colleagues, and the University of British Columbia in honour of Dr. John R. Grace. The awards are offered to graduate students in a master's or doctoral program.

04869 Walter C. Koerner Fellowship

Fellowships totaling $80,000 have been endowed in memory of Walter C. Koerner. The awards are offered to graduate students in a master's or doctoral program.

04871 Theodore E. Arnold Fellowship

Fellowships totaling $30,000 have been endowed through the estate of Theodore E. Arnold and the University of British Columbia.

04885 Ann and William Messenger Fellowship

A fellowship of $12,500 has been endowed by William E. Messenger and the University of British Columbia.

04895 Li Tze Fong Memorial Fellowship

These awards have been endowed to the glory of God and in memory of Mr. Li Tze Fong by his son Li Fook Tai. The fellowships carry a stipend of $18,000 (subject to change), are open to outstanding graduates from any institution and country, and are for full time study and research leading to a master's or doctoral degree in any field of study which is offered at the University. Recipients will be known as Li Tze Fong Scholars.

06325 C.D. Howe Fellowship

An $12,500 fellowship has been endowed by The C.D. Howe Memorial Foundation and the University of British Columbia. The award is offered to a student in a master's or doctoral program.
06338 Josephine T. Berthier Fellowship

Fellowships totaling $45,000 have been endowed through a bequest by Josephine T. Berthier for students in a master's or doctoral program in any field of study.

06343 Michael Smith Memorial Fellowship

A $25,000 fellowship is offered as a tribute to Dr. Michael Smith by his friends Dr. Donald B. and Mrs. Eleanor Y. Rix, for a master's or doctoral student in any field of study.

06346 Killam-Donald Byers Prize

A $2,100 prize has been endowed in memory of former Killam Trustee, Donald N. Byers. It is awarded to the highest-ranking Killam Predoctoral Fellow in the annual University Graduate Fellowship competition.

6376 David W. Strangway Fellowship

Graduate fellowships totaling $50,000 have been endowed in honour of Dr. David W. Strangway OC, who served as President of The University of British Columbia from 1985 to 1997. The awards are made on the recommendation of the Faculty of Graduate Studies.
UBC Graduate Scholarship Day

Sponsored by the Faculty of Graduate Studies & the Graduate Student Society

Presenters from NSERC, SSHRC, and CIHR will be providing information regarding graduate and postdoctoral fellowship funding offered by their respective organizations. Graduate students, prospective graduate students (including senior undergrads), faculty, and graduate program staff are welcome to attend. There is no registration – you are encouraged to attend whichever sessions are relevant to you. Speakers will field questions at the end of their presentations.

Where

Graduate Student Centre

6371 Crescent Road (map to Grad Student Centre)

Thursday 10 September 2009

Location: Thea’s Lounge

9:00am-9:45am - SSHRC Postdoctoral Fellowships

10:00am-11:00am - SSHRC Master’s awards

11:15am-12:15pm - SSHRC Doctoral awards

Location: Penthouse

1:30-3:00pm - CIHR Awards

Friday 11 September 2009

Location: Ballroom

8:30am-9:30am - NSERC Postdoctoral Fellowships

9:45am-11:15am - NSERC Postgraduate (PGS) and Industrial Postgraduate (IPS) Awards
Core Orientation Day for New Graduate Students: Thursday, September 3, 2009

This annual event is co-sponsored by the Graduate Student Society (GSS), the Faculty of Graduate Studies (FGS), and the Office of the Vice President, Students, and is highly recommended for all new graduate students. The day is an opportunity to meet your fellow new graduate students and be oriented to important campus and academic information.

Register Online: Let us know you're coming!

Schedule of Events

Thursday, September 3, 2009

<table>
<thead>
<tr>
<th>Time</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>8:30-9:00</td>
<td>Check-in and Refreshments</td>
</tr>
<tr>
<td>9:00-9:45</td>
<td>Welcoming Remarks</td>
</tr>
<tr>
<td>9:45-10:30</td>
<td>Introduction to Campus Resources for Grad Students</td>
</tr>
<tr>
<td>10:30-10:45</td>
<td>Break</td>
</tr>
<tr>
<td>10:45-11:30</td>
<td>Presentation: &quot;Being a Successful Grad Student&quot;</td>
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<tr>
<td>11:30-1:00</td>
<td>BBQ lunch and Information Fair</td>
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<tr>
<td>1:00-4:00</td>
<td>Concurrent Workshops: Topics TBA</td>
</tr>
<tr>
<td>4:00-4:30</td>
<td>Wrap up</td>
</tr>
</tbody>
</table>

All new international graduate students are also encouraged to attend events on Friday, September 4, 2009:

<table>
<thead>
<tr>
<th>Time</th>
<th>Details</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00am-11:00am</td>
<td>Managing Your International Grad Student Life</td>
<td>Graduate Student Centre Ballroom</td>
</tr>
<tr>
<td>11:00am-12:00pm</td>
<td>International Grad Student Reception</td>
<td>Graduate Student Centre</td>
</tr>
<tr>
<td>12:00pm-1:00pm</td>
<td>Grad Nooner Talk: Applying for Graduate Scholarships</td>
<td>Graduate Student Centre Ballroom</td>
</tr>
</tbody>
</table>

The Graduate Student Society (GSS) will be sponsoring social events the week of August 31 through September 6, 2009. Please visit the GSS website for more information.
Venues

Graduate Student Centre: Thea Koerner House
Location: 6371 Crescent Road
Online map

Chan Centre for the Performing Arts
Location: 6265 Crescent Road
Online map

Frederic Wood Theatre
Location: 6354 Crescent Road
Online map

KEY SESSION

BEING A SUCCESSFUL GRADUATE STUDENT

Date: Thursday, September 3, 2009
Time: 10:45am - 11:30am
Location: Chan Centre for the Performing Arts

Presentation with video commentary from top UBC faculty members. Topics addressed include:

- Keys to a successful graduate school experience
- Understanding and meeting expectations
- Important people and relationships for graduate students
- Avoiding common mistakes

Faculty of Graduate Studies Grad Scholarship Info Sessions for Students

Presenters from NSERC, SSHRC, and CIHR will be providing information regarding graduate and postdoctoral fellowship funding offered by their respective organizations.

SSHRC – morning of Thursday 10 September
CIHR – afternoon of Thursday 10 September
NSERC – morning of Friday 11 September

We are still working to finalize time/date for a presentation on the Affiliated Awards competition, and will let you know as soon as that information has been posted.

For full details, please visit: http://www.grad.ubc.ca/awards/index.asp?menu=019,001,000,000
NEW TO UBC
Orientations

GALA: International Student Orientations
Fall GALA

Please note that students who attend UBC Jump Start will be automatically registered for GALA.

Date: September 3–5, 2009

For event times and locations, check out last year’s Fall GALA schedule.

What happens at GALA?

GALA Community Welcome

Gather with over 1,300 incoming international students as UBC welcomes you and your family to Vancouver. Enjoy great music and greetings from the President of UBC, the President of the Alma Mater Society (your UBC student government), and a current international student who has really made the most of the UBC experience. An event not to be missed!

Meet Your GALA Group

Meet fellow international students and your GALA Group Leader, a senior student who will provide you with insights on what life is like at UBC, in Vancouver, and in Canada.

Workshops

Attend various workshops designed to answer important questions. Workshop topics include information about study permits and visas, how to succeed in academics as an international student, how to find a job on campus, where to find campus resources, and Canadian culture, specifically in Vancouver. Dynamic speakers and volunteers will make sure you are prepared for your new experience as a UBC international student.

Social events

At the end of each busy day, students can attend various GALA social events and mingle with their new-found friends. The social events are designed to explore the diversity in Vancouver and allow students to experience some typical Vancouver activities. All GALA participants are encouraged to come on out!
SSHRC

The Social Sciences and Humanities Research Council (SSHRC) is one of three federal agencies that provide research funding for university students, postdoctoral fellows and professors. SSHRC funds research in the social sciences and humanities.

SSHRC administers several funding programs for graduate students:

- Canada Graduate Scholarships (CGS) Master’s - $17,500 per annum for one year
- Canada Graduate Scholarships (CGS) Doctoral - $35,000 per annum for up to three years
- Doctoral Fellowships - $20,000 per annum for up to four years

Applying for SSHRC Funding

For further information about eligibility, application procedures, etc., please visit the SSHRC website.

Where to Submit: Depending on an applicant’s status, SSHRC applications are to be submitted through a Canadian university or directly to SSHRC. Applicants must consult the SSHRC website to determine where their application should be submitted. If an application is to be submitted through UBC, it must be submitted to the applicant’s UBC graduate program. Applications may not be submitted directly to the Faculty of Graduate Studies. Please note: By submitting an SSHRC application through their UBC graduate program, applicants who are graduate students currently registered at, or on approved leave of absence from, UBC are automatically considered for the University Graduate Fellowships (UGF). Please see the UGF section of this website for further information.

When to Submit (Deadlines): For applications submitted directly to SSHRC, please refer to the SSHRC website for deadlines and other instructions. For applications that are to be submitted through UBC, applicants must contact their UBC graduate program for their deadline (graduate program deadlines range from mid-September to early October).

What to Submit: Applicants should refer to the SSHRC website for detailed instructions regarding the completion of an SSHRC application. For applications that are to be submitted through UBC, if the applicant also wishes to be considered for criteria-based UGF Affiliated Awards, SSHRC applicants must append a single page listing award numbers for which applicant is eligible (please see the UGF Affiliated Awards section of this website for further information).

Eligibility and Selection Criteria

Much of the following information has been taken from the SSHRC website. Please refer to the SSHRC website and SSHRC Awards Holder’s Guide for definitive information.

Canada Graduate Scholarships – Master’s

Eligibility to Apply for an Award

To qualify to apply to this program, you must:

- be a citizen or permanent resident of Canada
- not be under SSHRC sanction for financial or research misconduct
- be applying for support to pursue your first graduate degree (i.e., master's or equivalent): all previous studies at the graduate level, regardless of discipline, will be included in determining eligibility
have achieved a first-class average, as determined by your university, in each of the last two years of full-time study or equivalent
if not currently registered at a university, have completed your bachelor's degree no earlier than January 1, 1999

Eligibility to Hold an Award

To qualify for support under this program, you must:

- begin, at an eligible Canadian university, in the academic year following your application, the first year of a master's program in the social sciences or humanities that includes advanced research training (as defined in Program Eligibility below)—or have completed, at the time of taking up the award, no more than 12 months of full-time study or equivalent at the graduate level.
- All previous studies at the graduate level will be included in determining eligibility. Applicants must have completed all requirements for the bachelor's degree at the time of taking up the scholarship.

Program Eligibility

The scholarship is tenable only in programs of study that include significant research training. Research training normally involves:

- completing course work in research methods and/or statistics appropriate for the discipline or field of study
- acquiring knowledge and experience sufficient to assess and interpret research and scholarship in the field demonstrating the ability to conduct original research by the completion of a thesis, major research paper or project.

Selection Criteria

- Academic Excellence: 60%
- Research Potential: 30%
- Communication Skills: 10%

Doctoral Awards

Eligibility to Apply for an Award

To qualify to apply to this program, you must:

- be a citizen or permanent resident of Canada
- not be under SSHRC sanction for financial or research misconduct
- not have already received SSHRC, NSERC or CIHR funding to undertake and/or complete any doctoral degree.
- You need not be assured of admission to a program at the time of application. At the time of taking up the award, however, you must be undertaking an eligible period of study in a full-time doctoral program in the social sciences or humanities.

Selection Criteria
Selection committees evaluate applicants solely on academic merit, measured by:

- past academic results, demonstrated by transcripts, awards and distinctions
- the program of study and research and its potential contribution to the advancement of knowledge
- relevant professional and academic experience, including research training, as demonstrated by conference presentations and scholarly publications
- two written evaluations from referees
- applicants’ departmental appraisal (for those registered at Canadian universities).

**Special Call for SSHRC CGS-Master’s Applications**

In Budget 2009, the Government of Canada allocated $17.5 million over three years to SSHRC to fund additional Canada Graduate Scholarships focused on “business-related” research. SSHRC will offer 200 “business-related” Master’s awards this summer through a special call for applications. For research considered “business-related”, please refer to the excerpt below from a communication sent to the scholarly community by SSHRC’s President, Dr. Chad Gaffield, earlier this year:

“As demonstrated over SSHRC’s thirty-year history, students pursuing research-based graduate degrees across the social sciences and humanities significantly enrich understanding of topics important to our society. Moreover, SSHRC award-winners from all research degree programs go on to benefit all sectors, including the business world. Directly, and indirectly, the results continue to make significant contributions to addressing the world’s most pressing challenges, as illustrated in the current financial crisis by the central role of business historians focused on the 1930s; philosophers focused on business ethics; political scientists focused on regulatory frameworks; economists focused on stimulus strategies; management researchers focused on corporate operations; sociologists focused on labour markets; literary scholars focused on the new digital economy; musicologists focused on the creative industries; and so on.”

All applications must meet the eligibility criteria as listed on the SSHRC website, and only applications that meet the program’s requirement for a significant research training component will be accepted.

**Application Materials**

Applicants must submit a complete application package comprising the following to their graduate program:

- SSHRC CGS-Master’s Award application form, completed and signed
- Program of Study (maximum two pages)
- Bibliography/Citations (no page limit)
- All undergraduate transcripts
- All graduate transcripts
- Program of Study (maximum two pages)
- Two (2) completed Letters of Appraisal
- Application Checklist (optional)

Students who submitted a SSHRC CGS-Master’s application in the fall 2008 competition and were unsuccessful will have to submit a new, complete application for this spring’s competition – previous applications will not be carried forward.

**Where to Submit Applications**

If a potential applicant:

- is currently registered in any capacity at a Canadian university with an allocation for this special call for SSHRC CGSM applications, their application must be submitted through their current university;
- is not currently registered at a Canadian university with an allocation for this special call for SSHRC CGSM applications, but was registered at a Canadian university with an allocation for this special call
for SSHRC CGSM applications in 2008 or earlier in 2009, their application must be submitted through their former university; or
- is not currently registered at a Canadian university with an allocation for this special call for SSHRC CGSM applications, and was not registered at a Canadian university with an allocation for this special call for SSHRC CGSM applications in 2008 or earlier in 2009, they are not eligible to apply in this spring competition.

UBC has an allocation for this special call for SSHRC CGSM applications. For students eligible to apply through UBC, their SSHRC application must be submitted to their current graduate program (in the case of graduate students) or the graduate program most closely related to their current program of study (in the case of undergraduate, unclassified, and other registered students).

**Deadlines**

Application materials must be submitted to the applicant's graduate program. Please contact your graduate program for the *departmental deadline* by which application materials must be received.

Graduate programs must submit the following to the Faculty of Graduate Studies by 4:00pm on Friday 29 May 2009:

- Cover memo: (i) List applications in rank order and (ii) outline ranking rationale or criteria for excellence in specific field/discipline. What do you want the adjudicators to know about your unique discipline that will enable them to evaluate your students' applications fairly against those from other disciplines? (one memo encompassing all applications, maximum two pages total)
- Application materials listed above
- Departmental Appraisal, completed and signed

*Late and/or incomplete applications will not be accepted.*

**Application and Adjudication Process**

**Important Notes:**

- By submitting a SSHRC application, applicants who are graduate students currently registered at, or on approved leave of absence from, UBC are automatically considered for the University Graduate Fellowships (UGF). Please see the UGF section of this website for further information.
- Applicants may only submit one application per year to either NSERC or CIHR or SSHRC. Applicants whose research may be multi- or interdisciplinary in nature are advised to review the program overviews for each of these agencies to determine to which agency they should apply.

**Where to Submit**

Depending on an applicant's status, SSHRC applications are to be submitted through a Canadian university or directly to SSHRC. Applicants must consult the SSHRC website to determine where their application should be submitted. If an application is to be submitted through UBC, it must be submitted to the applicant's UBC *graduate department*. Applications may not be submitted directly to the Faculty of Graduate Studies.

**When to Submit (Deadlines)**

For applications submitted directly to SSHRC, please refer to the SSHRC website for deadlines and other instructions. For applications that are to be submitted through UBC, applicants must contact their UBC graduate department for their
deadline (department deadlines range from mid-September to early October).

What to Submit

SSHRC applications are accessible through the SSHRC website. Applicants should refer to the SSHRC website for detailed instructions regarding the completion of a SSHRC application. Please note: the SSHRC application system does not include on-line submission of application materials — all application materials must be printed and submitted as a hard-copy.

In order to be considered for UGF Affiliated Awards, SSHRC applicants must append a single page listing award numbers for which applicant is eligible (please see the UGF section of this website for further information).

Adjudication Process

The SSHRC competition is adjudicated at the departmental, university and nationwide levels. Rankings reached at each of these levels are independent, thus rankings at the departmental level may be different from rankings at the university or national levels.

Students submit applications to their departments. Each department has an internal review process and only recommends the highest-ranked candidates to the Faculty of Graduate Studies for the university-wide competition.

The Faculty of Graduate Studies manages the university-wide competition by establishing a committee comprised of faculty members from various disciplines. Graduate Studies collects the applications of nominated candidates from departments, confirms eligibility, compiles data, manages the distribution of files to the committee members, collects and calculates rankings. For more detailed information on committee procedures, membership, and review process, please visit the University Wide Committee page of the Policy and Procedures Manual.

The Faculty of Graduate Studies forwards applications of applicants recommended for funding and names of applicants not recommended for funding to SSHRC. For the 2005-2006 SSHRC competitions, UBC’s quota has not yet been set by SSHRC.

SSHRC scholarships and fellowships selection committees review all applications they receive (sent either directly to SSHRC or through the university review process). The committees recommend scholarships for the applicants they consider to have the best qualifications, according to selection criteria.

The Faculty of Graduate Studies provides final scores of all NSERC, SSHRC and UGF applicants to UBC departments in late January or early February. SSHRC announces the competition results in April.

For UBC Departments

Departmental Responsibilities – SSHRC Applications

Please refer to the UGF section “For Departments – New Application” for detailed instructions.

Further details regarding SSHRC applications materials will be posted in the near future.
NSERC

The Natural Sciences and Engineering Research Council (NSERC) is one of three federal agencies that provide research funding for university students, postdoctoral fellows and professors. In 2003-2004, NSERC will invest $760 million in university-based research and training. NSERC funds research in the natural sciences and engineering.

NSERC administers several funding programs for graduate students:

- The NSERC Canada Graduate Scholarships (CGS) and Postgraduate Scholarships (PGS) programs offer funding to graduate students doing university-based research.
- The NSERC Industrial Postgraduate Scholarship (IPS) program provides support for graduate students who wish to gain research experience in industry.

CGS and PGS Awards

NSERC Canada Graduate Scholarships (CGS) and NSERC Postgraduate Scholarships (PGS) offer funding high-calibre graduate students in the natural sciences or engineering. Award types and funding levels are as follows:

- CGS Master’s students - $17,500 per annum for one year
- PGS Master’s students - $17,300 per annum for one year
- CGS Doctoral students - $35,000 per annum for up to three years
- PGS Doctoral students - $21,000 per annum for up to three years

Applying for NSERC Funding

For further information about eligibility, application procedures, etc., please visit the NSERC website.

Where to Submit: Depending on an applicant’s status, NSERC applications are to be submitted through a Canadian university or directly to NSERC. Applicants must consult the NSERC website to determine where their application should be submitted. If an application is to be submitted through UBC, it must be submitted to the applicant’s UBC graduate program. Applications may not be submitted directly to the Faculty of Graduate Studies. Please note: By submitting an NSERC application through their UBC graduate program, applicants who are graduate students currently registered at, or on approved leave of absence from, UBC are automatically considered for the University Graduate Fellowships (UGF). Please see the UGF section of this website for further information.

When to Submit (Deadlines): For applications submitted directly to NSERC, please refer to the NSERC website for deadlines and other instructions. For applications that are to be submitted through UBC, applicants must contact their UBC graduate program for their deadline (graduate program deadlines range from mid-September to early October).

What to Submit: Applicants should refer to the NSERC website for detailed instructions regarding the completion of an NSERC application. For applications that are to be submitted through UBC, if the applicant also wishes to be considered for criteria-based UGF Affiliated Awards, NSERC applicants must append a single page listing award numbers for which applicant is eligible (please see the UGF Affiliated Awards section of this website for further information).

Industrial Postgraduate Scholarships (IPS)

NSERC Industrial Postgraduate Scholarships (IPS) provide financial support for highly qualified science and engineering
graduates. The support allows them to gain research experience in industry while undertaking advanced studies.

These scholarships are aimed at encouraging scholars to consider research careers in industry where they will be able to contribute to strengthening Canadian innovation.

**International students are eligible to apply for NSERC IPS funding.**

NSERC-IPS applications may be submitted to the Faculty of Graduate Studies at any time throughout the year. Applications may be submitted with a retroactive award start date, up to a maximum of three months after the requested award start date. Please take note that the time from the submission of a complete application to the Faculty of Graduate Studies to approval by NSERC can be more than two months. Please plan accordingly.

## NSERC Doctoral Prizes

Each year, NSERC recognizes the achievements of up to four outstanding students completing their doctoral degrees in the natural sciences and engineering at Canadian universities. Each recipient receives a framed citation, a silver medal, $10,000 and an invitation to an awards ceremony hosted by NSERC.

These prizes are open to students who:

- have conducted research in the natural sciences or in engineering and the computer sciences;
- have successfully defended their doctoral thesis between Sept. 6, 2007 and Sept. 5, 2008;
- are Canadian citizens or permanent residents in Canada at the time of nomination.

In its review of nominations, the selection committee focuses on the quality of the doctoral research. In this process, the committee evaluates the significance and impact of the nominee's contribution to the field, as well as how results have been communicated. For nominees in the engineering and computer sciences category, the potential for applying the research is also considered.

UBC may nominate up to two eligible candidates (one candidate in the natural sciences category and one in the engineering and computer sciences category). Each UBC graduate program may submit one nomination to the Faculty of Graduate Studies. Any students considered for nomination must be of exceptionally high quality. Department nominations must be received by the Faculty of Graduate Studies by **4:00pm Friday 29 August 2008**.

To be accepted by the Faculty of Graduate Studies, a complete nomination must include the following:

1. a brief statement about the external examiner, including full name, affiliation, expertise and qualifications to assess the research (maximum one page). A published copy of the external examiner's curriculum vitae from a Web site or other source will not be accepted;
2. certification of the successful defence of the student's doctoral thesis (copy of Chair's Report on the Final Doctoral Exam). This must include the date of the successful defence;
3. a copy of the report on the thesis prepared by the external examiner. The report must have been submitted to the university on or before the date of final defence. The proper format should include descriptive information from the external examiner explaining his or her evaluation of the thesis. The report should address the significance and impact of the nominee's contributions to the field;
4. a one-page letter from the Departmental Chair. The letter should identify the contributions made to the research and to any publications by the student (as distinct from those made by the supervisor);
5. an up-to-date curriculum vitae containing the following elements:
   - a listing of the student's contributions to research and development, presented using the format described under "Section 1: Contribution to research and development" of the Application for an NSERC Scholarship or Fellowship. Describe clearly when there is a distinction to be made between his/her specific contribution and those made by the supervisor, on collaborative publications and research activities;
o reasons for any gaps in career, or delays in the dissemination of research results; and
o an address, telephone number and e-mail address where he/she can be reached until the end of
February 2009 (to be provided to department by the student);
6. a clear one-page summary of the research that outlines why the research was undertaken and the
significance, impact and originality of its results. In the case of multidisciplinary research, the student
must explain the impact of the doctoral work in natural sciences, engineering, and/or other relevant
fields. This summary, which is a key element in the assessment process, must be written and signed by
the student. It should not be a duplicate of the thesis abstract; it must be presented in plain language,
understandable by an individual who is not familiar with the field of research. The information in the
summary may be used for publicity purposes (to be provided to department by the student);
7. two sets of reprints or preprints of the nominee’s four best publications (to be provided to department
by the student);
8. one copy of the student’s doctoral thesis – this will be returned after the competition (to be provided to
department by the student); and
9. a completed copy of 2009 Doctoral Prizes Checklist. This checklist is available on the NSERC website.
CIHR

The Canadian Institutes of Health Research (CIHR) is one of three federal agencies that provide research funding for university students, postdoctoral fellows and professors. CIHR funds research in the health sciences.

CIHR administers several funding programs for graduate students:

- Canada Graduate Scholarships (CGS) Master’s - $17,500 per annum for one year
- Canada Graduate Scholarships (CGS) Doctoral - $35,000 per annum for up to three years
- Doctoral Research Awards - $22,000 per annum for up to three years
- Fellowships -- $40,000 to $50,000 per annum for up to five years

Applying for CIHR Funding

For further information about eligibility, application procedures, etc., please visit the CIHR website.

Where to Submit: Depending on an applicant’s status and the award type, CIHR applications are to be submitted through a Canadian university or directly to CIHR. Applicants must consult the CIHR website to determine where their application should be submitted. If an application is to be submitted through UBC, it must be submitted to the applicant’s UBC graduate program. Applications may not be submitted directly to the Faculty of Graduate Studies. Please note: By submitting an CIHR application through their UBC graduate program, applicants who are graduate students currently registered at, or on approved leave of absence from, UBC are automatically considered for the University Graduate Fellowships (UGF). Please see the UGF section of this website for further information.

When to Submit (Deadlines): For applications submitted directly to CIHR, please refer to the CIHR website for deadlines and other instructions. For applications that are to be submitted through UBC, applicants must contact their UBC graduate program for their deadline (graduate program deadlines range from mid-September to early October).

What to Submit: Applicants should refer to the CIHR website for detailed instructions regarding the completion of an CIHR application. For applications that are to be submitted through UBC, if the applicant also wishes to be considered for criteria-based UGF Affiliated Awards, CIHR applicants must append a single page listing award numbers for which applicant is eligible (please see the UGF Affiliated Awards section of this website for further information).
Hot Tips and Great Hints for Writing an Award Winning Scholarship Application

http://www.grad.ubc.ca/gradpd/guides/scholarships.html

Jane Hood, Ph.D.
Lynn Alden, Ph.D.
June 2003

Where Do I Apply for Funding?

The Faculty of Graduate Studies website lists a number of programs that provide financial awards to graduate students.

You should also speak with your supervisor, departmental graduate advisor and your peers about the various awards programs open to students in your particular field of study.

TIPS

• Some agencies have specific program guidelines. If you are unsure about your eligibility, consult the agency’s website. If you still have questions, contact the program officer at the funding agency.
• Find out when the deadline is, and give yourself plenty of time. Reviewers can spot a “rush job”. Make sure that your application and all supporting documents (e.g., transcripts, letters of support) are received by the funding agency before the competition deadline.

What Makes a Winning Application?

Visual Appearance

READ THE APPLICATION GUIDELINES AND TAKE THEM SERIOUSLY. Follow all rules concerning font size, line spacing, margins, page limits, etc. Failure to follow the guidelines can result in an ineligible application — pages that exceed the specified limit may be discarded without your knowledge.

Make the application easy to read. Break up the text with paragraphs and white space.

Vary the appearance of the printed page by using boldface type, underlining, subheadings and indentations, where appropriate. Avoid coloured paper, elaborate fonts or glossy covers — these gimmicks look frivolous and the funding agency may disqualify your application if it cannot be photocopied for reviewers.

Prose Style

Writing must be clear and concise. Remember that the selection committee members may not have a specialized knowledge of your particular area of research. You need to convey to the reviewers the answers to the following questions:

• What issue will the research address?
• Why is this issue important?
• What is already known about the issue?
• How is your approach innovative? How will it advance knowledge in the field?
• Why are you qualified to carry out the research?

For most fields of research, you should provide a testable hypothesis (i.e., one overriding great idea) and then outline the
specific objectives that will be used to address it.

Avoid jargon and technical language — write your proposal for a general audience. Be sure to define any acronyms or abbreviations the first time they are used — reviewers do not want to read about a "TNS" device seven times in a proposal not knowing what it means!

Use short sentences whenever possible. Vary sentence length within paragraphs to avoid monotony. Do not use a big word where a smaller word will do.

TIPS

- Write your proposal with the specific funding agency and/or review panel in mind.
- Ask your supervisor for samples of successful proposals written by other graduate students at UBC.
- Ask your supervisor and classmates to critically review your proposal. Give it to someone outside of your specialty area — if it doesn't make sense to them, revise it.
- Show how the proposed research will establish a platform for your future work. Describe how the project fits within a program of research.
- Be succinct — more is not better.

The Candidate

Generally, your application will be evaluated in the following three areas:

- Achievements and Activities — Reviewers will assess your publications, presentations, research prizes and awards. They will evaluate your achievements relative to their expectations for someone at your stage of training.
- Academic Performance — Undergraduate and graduate transcripts (if available) will be evaluated. Reviewers tend to give credit for steadily improving or consistently good performance.
- Characteristics and Abilities — Your personal attributes will be assessed based on reports provided by referees. Choose individuals who know you and who are in a position to assess your abilities. Provide your referees with a copy of your proposal and CV as well as detailed instructions (i.e., what's required, deadline for submission, mailing instructions, etc.).

Qualities that should be emphasized in your letters of support should include: critical thinking; independance; perseverence; originality; organizational skills; interpersonal and leadership abilities; interest in discovery; and research ability or potential.

TIPS

- A good referee has known you for at least two years. If you are applying for an award after completing a graduate degree or during a graduate program, it is important to provide a letter of support from your supervisor.
- A good letter of support provides concrete, behaviour-based examples of your strengths and personal attributes.
- Check in with your referees about a week before the deadline just to ensure that your reference has not been forgotten.

The Research Training Environment

Health research funding agencies (e.g., CIHR, Michael Smith Foundation for Health Research) will also consider whether the proposed training environment provides the intellectual challenge and resources required for you to achieve your training goals.
In addition to evaluating your research proposal and personal attributes, the panel will consider the following questions:

- Is the training environment one in which the candidate will be inspired and challenged? The research supervisor's scientific productivity and impact (i.e., publication record, significant contributions to research, honours and awards) will be assessed.
- Are there adequate resources in the training environment to enhance the scientific development of the candidate? The adequacy of peer-reviewed research funding secured by the research supervisor will be considered, bearing in mind that availability of funding varies among disciplines.
- What is the likelihood that the candidate will be inspired to continue on in research? The training record — that is, the number of graduate students and postdoctoral fellows that have trained or are currently training with the supervisor - will be evaluated. Information on the subsequent positions of past trainees (if available) also will be considered. Reviewers do recognize that the opportunity to train students will vary with the length of time since the supervisor completed his or her own research training.

TIPS

- Follow the rules! Read the application form and take it seriously.
- Pay attention to the award program’s objectives and criteria.
- Ask your supervisor and peers to critically review your proposal.
- Spend time on the application. Make sure it is complete.
- Above all, don't get discouraged. Make the strongest case you can and keep trying.

Writing a winning scholarship application is a lot like getting into graduate school and you've made it this far!

This document was compiled from the following sources, with their permission:

Canadian Institutes of Health Research (CIHR)
Natural Sciences and Engineering Research Council of Canada (NSERC)
Social Sciences and Humanities Research Council of Canada (SSHRC)
The University of Manitoba Office of Research Services
Indiana University Office of Research and University Graduate School
Judith Laposa - Ph.D. Candidate, Department of Psychology, UBC
Tips for Soliciting Great Scholarship Reference Letters

Reference letters are critical to a scholarship application, yet they are probably the most overlooked part of the application process. All applicants being considered for a competitive scholarship program are already first class, so the letters can help to distinguish you from a pack of outstanding applicants by highlighting your uniqueness. The following tips will help guide you to solicit reference letters that stand out.

1) Choose your referees wisely. You have more control over this part of the process than you think. Think of the reference letter as an integral part of the scholarship application package that will present an accurate and complete picture of your achievements and research potential. Your referees should be familiar not only with your academic abilities, but also with your personal interests and background and how those relate to and enhance your ability to carry out the proposed research.

2) Provide your referees all the information they need to write a strong letter. The more information a referee has to draw from, the better the case for support he/she can make for you. And as an added bonus, discussion around your research proposal can help you clarify your own goals and objectives for the project. Supply a referee with the following information: your CV; your proposed course of study and area of research; a comprehensive draft of your research proposal; your academic record; and a personal statement that includes career goals, interests, and extracurricular activities. Finally, it is vital that the referee knows the selection criteria and weighting (if applicable) for the scholarship, the required format and length for the reference letter, where to send it, and the deadline for submission. Always follow up to ensure the letters have been submitted and acknowledge the referee’s support.

3) Ask that the adjudication criteria be specifically addressed in the reference letter. (Refer to the UGF/Tri-Agency Selection Criteria on reverse.) Relating your achievements, skills, and research directly to the adjudication criteria strengthens your case for support. Ideally, a reference letter should specifically address your academic excellence, research potential, publication record, oral and written communication skills, and your interpersonal and leadership abilities. A referee should be able to support his/her claims with specific, concrete evidence and comment on your academic achievements in order to indicate your research potential. A reference letter also provides an opportunity to emphasize extraordinary achievements in light of where you are in your program and your research career. To assist your referee, provide information to highlight these relationships.

4) Ask the referee to highlight the strengths and explain any weaknesses pertaining to your experience and/or your research. It is helpful if a referee can explain any shortcomings openly and honestly and point out any associated improvements you have made. Mention to your referee that your application is to a competitive scholarship and that you will be judged against a high-caliber pool of applicants.

The bottom line: What gives you the edge over others being considered? What makes you memorable? Adjudication committees look for the extra excellence of a student when considering their evaluations. Unique qualities and skills, such as communication and leadership abilities, can be demonstrated through participation in extracurricular and community activities, and volunteer service. Most committees look at what you have already accomplished, but even more so, your potential to accomplish more in the future.
To be eligible for any of these competitions, you must have first-class academic standing in each of the last two years of full-time study.
**NSERC**

**PGSM and CGSM**

To be eligible to apply:
- you must have completed, as of December 31, between zero and 12 months of studies (full-time equivalent) in the master's program for which you are requesting funding; or
- if you were admitted into a doctoral program directly from your bachelor's program, you must have completed, as of December 31, between zero and 12 months of studies (full-time equivalent) in the doctoral program for which you are requesting funding.

To hold these awards you must:
- be registered full-time in the first or second year of your master's or doctoral program at an eligible university.

**How to Apply**

- Complete and print off online application form
- Attachments (Follow instructions online)
- Original and Official Transcripts (all postsecondary)
- Two references
- List of UGF Affiliated Awards

Submit to graduate program by deadline

**SSHRC**

**Master's award**

To qualify to apply to this program, you must:
- be applying for support to pursue your first graduate degree (i.e., master's or equivalent) and not have completed more than 12 months of full-time graduate study at the proposed start date of the award; all previous studies at the graduate level, regardless of discipline, will be included in determining eligibility;
- not have already received an award for master's-level study from SSHRC, NSERC or CIHR;
- the scholarship is tenable only in programs of study that include significant research training.

Note: If you completed your bachelor's degree before January 1, 2003 and have not been registered at a university since that date, you are not eligible to apply to this program.

**Doctoral awards**

To qualify to apply, you must:
- be applying for support to pursue your first PhD (or equivalent);
- not have already received a scholarship or fellowship from SSHRC, NSERC or CIHR to undertake or complete any doctoral degree; and
- be registered as a full-time student, undertaking or continuing a doctoral program (or a combined MA/PhD program)

**Doctoral awards**

- In the case of students who are applying for, or registered in, a combined MA/PhD program, or who have been accelerated from a master's program into a doctoral program without obtaining the master's degree, SSHRC includes all graduate-level study in the same discipline.
SSHRC

How to Apply
- Complete and print off online application form (www.sshrc.ca)
- Attachments (follow instructions online)
- Original and Official Transcripts (all postsecondary)
- Two references
- List of UGF Affiliated Awards

Submit to graduate program by deadline

CIHR

Master’s awards
To be considered eligible to apply for support, a candidate must as of 1 Feb 2008:
- have completed or be in the last year of a Bachelor’s degree; or,
- have been registered for no more than ten months as a full-time student in a Master’s program; or,
- have been registered for no more than ten months as a full-time PhD student and were admitted to the PhD program directly from the Bachelor’s degree.

How to Apply
- Complete and print off online (www.cihr.ca)
  - CIHR Training Module and attachments
  - Common CV Module and attachments
- Original and Official Transcripts (all postsecondary)
- Two Sponsor’s Reports (references)
- Confirmation of Canadian citizenship or residency (for permanent residents)
- List of UGF Affiliated Awards

Submit to graduate program by deadline

CIHR

Master’s awards, continued...
- be applying for support to pursue their first graduate degree (i.e., Master’s or PhD). All previous studies at the graduate level, regardless of discipline, either course-based or research-based, will be included in determining eligibility; and
- not have already held an award from SSHRC, NSERC, CIHR or any other federal source to undertake and/or complete a Master’s or PhD degree.

How to Apply
- Complete and print off online (www.cihr.ca)
  - CIHR Training Module and attachments
  - Common CV Module and attachments
- Original and Official Transcripts (all postsecondary)
- Two Sponsor’s Reports (references)
- Confirmation of Canadian citizenship or residency (for permanent residents)
- List of UGF Affiliated Awards

Submit to graduate program by deadline

CIHR

Doctoral Awards and Fellowships
- Review eligibility and submit application directly to CIHR by their deadline
  ALSO
- complete UGF application and submit to your graduate program by its deadline

UGF

Student Status
- Registered as grad student as of Sept 2007
- Starting grad program January 2007
- On leave from graduate studies for academic 07-08, returning in 08-09

UGF

Months of Study

Master’s-level funding: UBC master’s students are eligible to receive UBC graduate scholarship funding during the first 24 months of full-time enrollment at the graduate level.

<table>
<thead>
<tr>
<th>Months of graduate study completed as of 1 September 2008</th>
<th>Maximum master’s-level funding available through this competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>16 (Sep 08 – Dec 09)</td>
</tr>
<tr>
<td>12</td>
<td>12 (Sep 08 – Aug 09)</td>
</tr>
<tr>
<td>16</td>
<td>8 (Sep 08 – Apr 09)</td>
</tr>
<tr>
<td>20</td>
<td>4 (Sep 08 – Dec 08)</td>
</tr>
<tr>
<td>24</td>
<td>Not eligible for funding as master’s student</td>
</tr>
</tbody>
</table>
UGF

Months of Study
Doctoral-level funding:

- In cases where a student has undertaken Master’s-level studies (whether completed or not), UBC doctoral students are eligible to receive UBC graduate scholarship funding during the first 48 months of full-time enrolment at the doctoral level. All previous studies at the doctoral level, regardless of institution and discipline, will be included in determining eligibility.

<table>
<thead>
<tr>
<th>Months of doctoral study completed as of 1 September 2009</th>
<th>Maximum doctoral-level funding available through this competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>24 or less</td>
<td>24 (Sep 08 – Aug 2010)</td>
</tr>
<tr>
<td>28</td>
<td>20 (Sep 08 – Apr 2010)</td>
</tr>
<tr>
<td>32</td>
<td>16 (Sep 08 – Dec 09)</td>
</tr>
<tr>
<td>36</td>
<td>12 (Sep 08 – Aug 09)</td>
</tr>
<tr>
<td>40</td>
<td>8 (Sep 08 – Apr 09)</td>
</tr>
<tr>
<td>44</td>
<td>4 (Sep 08 – Dec 08)</td>
</tr>
<tr>
<td>48</td>
<td>Not eligible for funding as doctoral student</td>
</tr>
</tbody>
</table>

UGF

Months of Study
Doctoral-level funding:

- In cases where a student has transferred directly from a master’s program into a doctoral program without receiving a master’s degree, eligibility for doctoral funding will be counted from the effective date of transfer to the doctoral program.

<table>
<thead>
<tr>
<th>Months of doctoral study completed as of 1 September 2009</th>
<th>Maximum doctoral-level funding available through this competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>36 or less</td>
<td>24 (Sep 08 – Aug 2010)</td>
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<td>40</td>
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<td>52</td>
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<tr>
<td>56</td>
<td>4 (Sep 08 – Dec 08)</td>
</tr>
<tr>
<td>60</td>
<td>Not eligible for funding as doctoral student</td>
</tr>
</tbody>
</table>

UGF

How to Apply

- Complete and submit online application form (www.grad.ubc.ca/awards) - online submission
- Attachments (follow instructions online)
- Transcripts (all postsecondary)
- Two references

Submit to graduate program by deadline

UGF

Selection Criteria

- Academic excellence
- Research ability/potential
- Leadership/communication abilities

More weight to research ability/potential for doctoral awards
Applying Successfully for Awards and Scholarships

Choose Correct Application

It is the responsibility of the applicant to determine which funding agency the applicant should apply to based on the applicant’s research area, citizenship status, and other eligibility criteria. Applicants should consult their faculty supervisor or graduate program advisor to determine which application form(s) to complete. Please note that students may only submit one application per academic year to CIHR, NSERC, or SSHRC.

Determine Where to Submit Application

Depending on the applicant’s status and the award program, applications should be submitted:
- through applicant’s UBC graduate program,
- through a university other than UBC, or
- directly to the award agency.

Applicants must consult the appropriate award agency website to determine where to submit their application:
- CIHR – www.cihr.ca;
- NSERC – www.nserc.ca;
- SSHRC – www.sshrc.ca

Deadlines

- Three possible deadlines – make sure you know which deadline applies to YOU
  - funding agency deadline
  - university deadline
  - graduate program deadline
- Start application well in advance
  - for major award applications, start two months ahead
  - allow lots of time for
    - polishing proposal
    - referees to write excellent letters
    - ordering transcripts
    - the unexpected
- DO NOT miss the deadline

Application Components

Application Form

- In many cases, application forms are filled out on-line and then printed off
- Follow instruction very carefully
- Fill in everything that applies to you

Outline of Proposed Research

- Follow all rules concerning font size, line spacing, margins, page limits, etc. Failure to follow the guidelines can result in an ineligible (or at the very least a disadvantaged) application.
- Writing must be clear and concise. Remember that the selection committee members may not have a specialized knowledge of your particular area of research. Avoid jargon and technical language – write your proposal for a general audience. Be sure to define any acronyms or abbreviations the first time they are used.
THE UNIVERSITY OF BRITISH COLUMBIA

- You need to convey to the reviewers the answers to the following questions:
  o What issue will the research address?
  o Why is this issue important?
  o What is already known about the issue?
  o How is your approach innovative? How will it advance knowledge in the field?
  o Why are you qualified to carry out the research?
- For most fields of research, you should provide a testable hypothesis (i.e., one overriding great idea) and then outline the specific objectives that will be used to address it.

Transcripts

- Transcripts to be submitted to graduate program or funding agency in sealed envelopes
- Only official transcripts are acceptable (not those printed off web, etc.)
- Submit all postsecondary transcripts (whether or not you completed the program)

Reference Letters

- Choose wisely: ask prospective referees if they can give you a strong reference
- Give your referees lots of time – you don’t want them writing letters at the last minute
- Check in with your referees about a week before the deadline just to ensure that your reference has not been forgotten.
- Reference letters must be original, with referee’s signature in ink. Scanned, faxed, photocopied, and e-mail reference letters are not acceptable.
- A strong letter of support provides concrete, behaviour-based examples of your strengths and personal attributes.
- Help your referee write you a strong letter: when you ask for a reference letter, provide your referee with a copy of your application, CV, transcripts, and samples of previous work.

Evaluation Criteria (some awards may have additional criteria specific to award)

1. **Academic excellence** – as demonstrated by academic transcripts, awards and distinctions. Reviewers tend to give credit for steadily improving or consistently good performance.
2. **Research Ability and Potential** – Quality of analytical skills, ability to think critically, ability to apply skills and knowledge, judgement, originality, initiative and autonomy, determination and ability to complete projects within an appropriate period of time—as demonstrated in the description of program of study and by work experience, research contributions, letters of appraisal, and the departmental appraisal.
3. **Interpersonal, leadership, and communication skills** – Reviewers will assess evidence of leadership both within university and outside; communication skills as evidenced by publications, presentations; and interpersonal skills as evidenced by reference letters and other work experience.

**Remember**

- Reviewers only know what they see on paper. If you want the reviewers to know something about you, it needs to show up somewhere in the application materials.
- Reviewers will evaluate your achievements relative to their expectations for someone at your stage of training.
UGF/Tri-Agency Selection Criteria

Science/Engineering & Health Sciences
NSERC & UGF
Applications will be evaluated according to the following criteria and weightings.

Academic Excellence
NSERC CGS/PGS M applicants & UGF master's applicants: 50%
NSERC CGS/PGS D applicants & UGF doctoral applicants: 30%

Indicators of Academic Excellence are:
- academic record,
- scholarships and awards held (competitiveness, amount, duration and prestige),
- duration of previous studies, and
- department ranking and comments.

Research Ability or Potential
NSERC CGS/PGS M applicants & UGF master's applicants: 30%
NSERC CGS/PGS D applicants & UGF doctoral applicants: 50%

Indicators of Research Ability or Potential are:
- quality of contributions to research and development,
- relevance of work experience and academic training to field of proposed research,
- significance, feasibility, and merit of proposed research, and justification for location of tenure,
- ability to think critically,
- ability to apply skills and knowledge,
- judgment and originality,
- initiative and autonomy,
- enthusiasm for research, and
- determination and ability to complete projects within an appropriate period time.

Communication, Interpersonal and Leadership Abilities
NSERC CGS/PGS M applicants & UGF master's applicants: 20%
NSERC CGS/PGS D applicants & UGF doctoral applicants: 20%

Indicators of Communication, Interpersonal and Leadership Abilities are:
- The ability or potential to communicate scientific concepts clearly and logically in written and oral formats. For example, this could include:
  - quality of the application's presentation,
  - participation in preparing publications (e.g. statement of contribution), and
  - awards for oral presentations, posters or papers.
- Professional and relevant extracurricular interactions and collaborations. For example, this could include:
  - mentoring,
  - teaching,
  - supervisory experience,
  - project management,
  - chairing committees,
  - organizing conferences and meetings, and
  - elected positions held.

Social Science/Humanities – Doctoral
SSHRC & UGF

SSHRC CGS Doctoral & UGF Doctoral
Applications will be evaluated according to the following criteria:
- past academic results, demonstrated by transcripts, awards and distinctions,
- the program of study and research and its potential contribution to the advancement of knowledge,
- relevant professional and academic experience, including research training, as evidenced by papers presented at conferences and the candidate's publication record,
- evaluations of two referees, and
- the departmental/institutional rankings of applicants.

There are no weightings prescribed by SSHRC for doctoral scholarship applications; however, the NSERC weightings for doctoral applications may be used as a guideline.

Social Science/Humanities – Master's
SSHRC & UGF

SSHRC CGS Master's & UGF Master's
Applications will be evaluated according to the following criteria and weightings.

Academic Excellence: 60%
Academic excellence—as demonstrated by academic transcripts, awards and distinctions.

Research Potential: 30%
The following characteristics are demonstrated in the description of program of study and by work experience, research contributions, letters of appraisal, and, if applicable, the departmental appraisal.
- quality of analytical skills
- ability to think critically
- ability to apply skills and knowledge
- judgment
- originality
- initiative and autonomy
- determination and ability to complete projects within an appropriate period time

Communication Skills: 10%
Oral and written communication skills. As demonstrated in the description of the program of study and, if relevant, by work experience, community involvement and other extracurricular activities, as well as by letters of appraisal, the quality of presentation of the application and, if applicable, the departmental appraisal.
Top 14 Mistakes

Applications
1. student signature missing (Tri-Agency)

Free-Form Pages
2. too many pages
3. sections missing
4. font too small*
5. margins too small*

Reference Forms
6. only one submitted*
7. not on proper form
8. too many pages
9. not original (ie. faxed, photocopied, e-mailed)

Transcripts
10. missing pages*
11. not original and official (Tri-Agency)
12. out of date

NSERC and SSHRC Dept Evaluation
13. missing or incomplete
14. signed by someone who also provided reference form

*these errors will make application ineligible
UGF / SSHRC Competition Frequently Asked Questions

1. I am applying for UGF-SSHRC this year. May I apply for CIHR as well?

   No. The Tri-Council policy states that you can only apply to one of the three Tri-Agencies: SSHRC, NSERC, CIHR.

2. I am going to switch my degree from MA to MEd. Am I still eligible to apply for the UGF-SSHRC competition?

   Yes, as long as your research proposal and program of studies remain the same.

3. I will be starting my PhD program next Fall. I am currently a MA student. Can I receive funding from SSHRC?

   Yes, your SSHRC grant will follow you to the institution where you will pursue your PhD, even if it is not UBC.

4. I have already received a SSHRC grant last year. Am I eligible to apply again for next year’s funding?

   No. Students are only allowed to receive funding from the Tri-Agencies once per degree program. Unless you are currently in your first year of PhD, and you got your SSHRC last year as a Master student, you are not eligible.

5. I did my Master’s on a Part-time basis, and now I am in my PhD. Am I eligible for the competition?

   Yes. We are only concern now that you are doing your PhD Full-time.

6. I already have a MEd, and I am currently in my MA. Since my MEd is not research-based, does that mean I am eligible for SSHRC?

   No. You are only eligible to receive funding in the first Master’s program.

7. I am just starting my Master’s degree and before that I have been teaching for the last 10 years. I do not have a lot of referees in the academic arena to write a reference letter for me. Can I ask my school principal?

   An academic reference letter will be looked upon more favorably. Try to get to know your current supervisor or any faculty members in your department now so that they can provide you with a reference letter that speaks to your research ability.

8. I don’t know if my current research proposal will stay the same. Should I still apply?

   Absolutely. You can tweak your proposal after you receive your funding.

9. How should I approach my referees?

   Have a package of your documents ready: academic transcripts, CV highlighting things that you would like mentioned in the reference letter, research synopsis…etc.
Proposal Example 1

"A teacher in search of his/her own freedom may be the only kind of teacher who can arouse young persons to go in search of their own." - Maxine Greene (1988)

Aims: The main goal of my doctoral research is to understand the ways in which judgment and imagination can, do and may better play a role in the professional life of educators, particularly as regards their understandings of social responsibility and social justice. Specifically, the research will examine 1) the ways in which judgment has been characterized in the work of Hannah Arendt, 2) how Arendt’s conception of judgment contributes to conceptions of professional identity, social responsibility and social justice among eighteen teachers in two international contexts (Canada & Ecuador), 3) an analysis of the intersections and implications of these investigations in order to contribute to conversations about citizenship and education in a transnational milieu.

Research Questions: 1. How are judgment and responsibility conceived in the thought of Hannah Arendt and in educational thought about social responsibility and social justice? 2. What productive tensions can be identified among these considerations and what re-articulations of responsibility and professional identity do these imply for education? 3. How can these notions be used to understand the views and self-understandings of teachers in two national contexts regarding responsibility and judgment in education, what can this tell us about the challenges, durability and promise of these considerations for education for social responsibility and social justice?

Rationale: In research for my Masters thesis, A Taste for Meaning: Hannah Arendt and Educational Thought, I was struck by the relationship between judgment and imagination for Arendt, who was one of the most influential political philosophers of the twentieth century. Judgment for her is “the most political of human mental abilities” (Arendt, 1971/2003). It may sustain a stance of responsibility toward both what comes into the world anew and what one writer calls “the festival of cruelty” (Glover, 1999) of human political existence. In my view education rests at the centre of this tension, it bears much of risk and promise of aspirations to human freedom, which for Arendt require responsibility in perennial and persistent preoccupation. Always imperiled, this responsibility is of particular relevance in an era which may have forgotten Jasper’s caution that “democracy that conquers abandons itself” (Young-Bruehl, 2006). For Arendt, responsibility and judgment are crucially a matter of imagination. This she variously describes as understand and represent the views of others, to cast one’s own view in an unfamiliar light, to invite the novelty of the new, to confront and interrogate the given, to hold at a distance what is closest and to bring closer what is remote. By activating the “difference” of conscience, imagination fosters the dialogue of understanding within the thinking subject. Akin to Gadamer’s notion of to “think with the other and undergo the situation with him” (Sharpe, 1999), for Arendt (1968) this is a “being and thinking in my own identity where actually I am not.” The challenge for education is that judgment, like imagination, cannot be codified and standardized— as many administrative practices would have us do. The issue becomes how to cultivate a practice of deepest political responsibility—as the “ground for plurality” (Boym, 2005) of a common world—whose shape and contour defy common recognition.

Conceptual Framework: In order to undertake this inquiry’s investigation and analysis of judgment and responsibility in education, I engage a multi-layered conceptual framework. First and most substantively, I draw from Arendt’s (1958, 1968) interest in the conceptual prejudices in Occidental traditions of thought. Largely since Plato, these include instrumentality, subjectivication and “worldless” abstraction. In her argument these became the conditions from which Nazi, Soviet and other auto-annihilative horrors arose. Arendt regards the evacuation of meaning from public life as their precondition, in the automatisms of mechanization, commodification, social conformism and thoughtlessness—all ways to “make further thinking unnecessary” (Arendt, 1971/2003) and escape the frailty of judgment. Secondly, I consider other conceptions of identity and responsibility which underwrite understandings of judgment and the imagination in literature in the humanities and social theory—particularly in psychoanalytic (Britzman, 2003; Castoriadis, 1991), poststructural (Brown, 2001, Levinas, 1996) and phenomenological (Merleau-Ponty, 2002) thought—in order to widen the remit of the conceptual background of educational for social justice and responsibility. Finally, these
conceptions will be used to interpret a number of interviews with Canadian and Ecuadorian teachers which will focus on their understandings of the role of judgment and imagination in their professional life and teaching practices.

**Methodology:** My research design reflects a productive tension between my interests in the discursive production of conceptions of judgment, responsibility and imagination in a range of conceptual contexts, and in teachers’ subjective experience in different national contexts. To sustain this tension, two mutually supportive and interactive research approaches will be used over the course of the three year study: 1) a literary historiography of discussions of imagination and judgment in humanities and social theory literature (de Certeau, 1988), 2) in-depth phenomenological interviews of eighteen beginning and seasoned teachers in two national contexts to engage with how participants experience and understand the subjective meanings of judgment and imagination in the work of teaching and learning, and the responsibility of belonging to the teaching profession (Seidman, 1991). I will use de Certeau’s four methodological approaches to bring together in rich ways philosophical discussions and interview material to investigate the play of “difficult knowledge” in teaching and learning (see also Britzman 2003; Pitt & Britzman 2003; Pitt & Phelan, 2006). These are particularly useful for “tracing emergent, conflicted, contradictory articulations of a single concept across literatures and within research participants’ narratives (Pitt & Phelan, 2006). In Canada this work will proceed within the auspices of an ongoing SSHRC-supported research project on Paradoxes of Autonomy in Professional Life (A. Phelan & A. Pitt, principals), and in Canada and Ecuador as part of a proposed SSHRC International CURA research initiative between the University of British Columbia and the University of Cuenca (A. Phelan, Canadian principal). As I work through the analytic space between subjective understanding and the horizons of theoretical possibility I expect to better understand the ways in which judgment and imagination can, do and may better play a role in the professional life of educators, particularly as regards their understandings of social responsibility and citizenship.

**Contribution:** By way of publications, conference presentations and public appearances, this inquiry will advance the conceptual bases of education with respect to its socio-political responsibilities as follows: To improve teaching practice by cultivating a conversation about the purposes of education and the question of human freedom with respect to judgment and the imagination; to develop a form of social and educational critique to contribute to educational reform at home and abroad; to contribute to the internationalization of curriculum study; and to foster an ethos of pluralistic or multicultural democracy more broadly.

**Preparation & Background:** This study arises primarily from questions from two domains: In my SSHRC-supported research for a Master’s thesis at the Centre for Cross Faculty Inquiry, Faculty of Education, UBC and in my work with many individual and groups of teachers and teacher educators in Cuenca, Ecuador—where I have facilitated dialogues about and made presentations on the thought of Hannah Arendt and have participated in dialogues exploring partnerships for educational research and reform. My work is supported and informed by one existing and another proposed SSHRC-funded study with Dr. , Associate Professor of Education at UBC and Research Associate at the UBC Faculty of Education’s Centre for the Study of Teacher Education—as well as Dr. , of the University of Cambridge, UK. Preparatory coursework has included courses with Dr. on Professional Autonomy, with Dr. on Hannah Arendt & State Formation and Arendtian Critique as Research Methodology and an Advanced Seminar in Cross-Faculty Inquiry in Education: Multiculturalism, Anti-Racism and Education with Dr. , Canada Research Chair (Comparative Cultural Studies), David Lam Chair (Multicultural Education) & Director of the Centre, Faculty of Education, UBC.
Proposal Example 2

SSHRC – Master’s

Program of Work

I am beginning my graduate studies in September 2007 in the School of Human Kinetics at The University of British Columbia, under the supervision of Dr. . I have a keen interest in community health promotion, particularly initiatives focusing on female body image. There is ample academic research demonstrating a high prevalence of body image disturbance among teenage girls and the perpetuating role played by the media (Thompson, 1990). The consequences of body image disturbance may lead to long-term, life-threatening health conditions (Hargreaves, 1994). An angle that has not been given enough research attention is the role of organizations in condoning or countering such images.

In year one of my program, I am taking courses relevant to my research, including (i) Health Promotion Through Physical Activity, and (ii) Qualitative Methods and Critical Theory. I will participate in a Field Placement course, working with a community-based outreach program for adolescent females. I am also taking a directed studies course entitled “Organizational Analysis of Leisure and Sport” with my supervisor. As a professor in Human Kinetics and a Chairwoman of Women’s and Gender Studies, Dr. ’s expertise will be very helpful for my research and her guidance will be invaluable. I will begin my thesis research in the spring of 2008.

The purpose of my research is to critically examine the programs and policies of a chapter of Big Sisters in relation to pervasive body image ideals for adolescent women. My specific research objectives are to:

(a) examine the current programs and policies of a chapter of Big Sisters to identify efforts related to adolescents and body image;

(b) establish the benefits and challenges that staff and volunteers anticipate in tackling this issue;

(c) reveal client perspectives on the role of organizational programs and policies in reducing negative body images;

(d) determine settings, approaches, and formats the participants feel would enhance their self image;

(e) explore alternative ways the organization might promote healthy body image.

Background: Big Sisters of Canada is a non-profit, community-based organization that commits to enhancing the self-esteem, confidence, and overall well being of young women through mentoring relationships (Lawrence, 2006). Participants are typically from low income, single parent families, facing various social barriers such as neglect, bullying, or recent immigration (Ophea, 2000). Mentors have an advantage of being outside of such struggles and aim to provide a stress-free environment for teens to unload their problems (Rhodes, 2002). However, Big Sisters operates from a traditional planning and evaluation schema whereby administration, staff, and volunteers discuss their ideas and develop programs without the input of their clientele (Lawrence, 2006).

Body image is a multidimensional construct defined by Thompson (1999, p.3) as an “internal view of how we look, how we think we appear to others, and how we feel about our looks”. Young women are constantly bombarded by the media with unrealistic images of the female shape. These messages are impossible to ignore and difficult to oppose (Brown, 2002). Women are striving to achieve the perfect body even though that body is “much less than ideal in terms of physical and mental health” (Pearl, 1993, p.34). An obsession can lead to persistent weight dissatisfaction, eating disturbances, and psychological problems (Altabe & Thompson, 1993). Offering a program that counters the dangerous message from the media is a potential avenue for non-profit organizations in Canada to dismantle problematic body ideals and prevent the long-term consequences of a poor body image.

The proposed research builds upon my fourth-year independent study where I examined the impact of the Go Girls mentoring program, offered by Big Sisters of London, Ontario, on the body image of 12-14 year old girls. The review of literature supported my observation that the mentors were able to provide awareness, guidance, and pressure alleviation to the young girls in regards to their body image concerns. Pre and post
participation surveys indicated a minute increase in self-esteem and decrease in body image disturbance. My major critique was that participants were not involved in the original planning of the program. This made me question whether or not the organization is fully aware of the main concerns of young women and if they are maximizing their potential to dismantle the problematic body ideals portrayed by the media.  

**Methodology:** Multiple qualitative research methods will be used throughout my study to gain an in-depth understanding of the issues in question.  

(a)**Document analysis** will provide insight into existing initiatives and practices surrounding their implementation. All documents pertaining to program objectives such as strategic plans, annual reports, newsletters, program advertising (brochures, web page descriptions), will be collected and examined.  

(b)**Interviewing** staff and volunteers (n=5-8) involved in the development, implementation, and evaluation of programs will offer insight into specific logic included in these programs. Interviewing the volunteer mentors (n=3-5) will provide their observations and concerns regarding existing programs. Both sets of interviews will allow me to address the key research objective of establishing the benefits and challenges that staff and volunteers anticipate in tackling the issue of adolescent females and body image disturbance.  

(c)**Focus groups** with female participants (n=12-15) between the ages of 12 and 14 (with parental consent) will be a unique way to hear how the opinions of the youth agree or conflict with the nature of existing programs considering the organization’s current top down, adult oriented approach to programming (Lawrence, 2006). I will raise discussion on what the girls consider to be body image stressors and ask for ideas on how the organization can combat this issue. Studies in a school setting show that students highly value the opportunity to voice their opinions and play a role in decision-making (Mitra, 2004). Bearing in mind that these participants are coming from disadvantage families and are struggling with various social issues, a major benefit to using participatory research is the possibility of instilling empowerment by showing an honest interest in each individual’s opinion (Lawrence, 2006).

The necessary ethical approvals will be obtained and consent will be sought to tape record all interviews and focus groups. The data will be transcribed verbatim, coded according to emergent themes, and entered into the qualitative data analysis package Atlis.ti. This data program will allow me to compare concepts and observations between groups and formulate an answer to my study objectives. The analysis should increase the knowledge about the roles of a non-profit organization and point to alternative ways an organization might consider for the promotion of healthy adolescent body images.  

**Contribution to the Advancement of Knowledge:** There is currently little research on the role of organizations in dismantling problematic body ideals. I intend to communicate my work by publishing results of my research in peer reviewed journals and presenting it at scholarly and professional conferences. A summary research report, written in lay terms, with specific policy recommendations will be submitted to Big Sisters. I intend to further my research in this area with a larger sample and different organizations and client groups with a doctoral program beginning in the fall of 2009.  

**Access and Experience:** Last summer, Big Sisters of London, Ontario contacted my previous university looking for a student who would be interested in conducting research on their *Go Girls* program. This not only led to the conception of my independent study, but also my ongoing volunteer role as a *Go Girls* mentor. My experience of being a part of a program that strives to enrich and empower the lives of young women was truly life changing and inspirational. I believe my good rapport with the non-profit organization will facilitate a trustworthy working relationship with the potential to lead to program and policy change that will benefit the organization and the adolescent women who are their clients.
Proposal Example 3

Program of Study
The expression of social aggression in children at different ages: The mediating role of gender

Progress to date
I am in the first year of doctoral studies and a Graduate Academic Assistant in Human Development, Learning, and Culture in the Department of Educational and Counselling Psychology, and Special Education. My short-term objective is to obtain a Ph.D. with a specific focus on intrapersonal factors that contribute to the development and maintenance of aggressive behavior. My long term professional objectives are to contribute to the conceptual bases of developmental theories of aggression and apply this background to intervention program development and evaluation in educational settings. I completed my M.A. in women’s and gender studies in 2007 with a focus on women and physical disability. For the last decade I have been a research assistant in the Department of Psychiatry at UBC and editorial assistant for the Journal of Personality Disorders. I have co-authored articles and book chapters on the contribution of personality to adult psychopathology and the structure of normal and disordered personality. I have also gained relevant experience through volunteer work with the Vancouver School Board since 1999. An extensive network of academic and community colleagues will provide a solid foundation from which to forge new partnerships and create opportunities to collaborate on future endeavors.

Description of Study
Increasing rates of direct and indirect aggression among elementary school-aged children are a significant cause for concern due to detrimental effects on perpetrators’ mental health and social and academic functioning (Bjorkqvist et al., 1992). Research investigating the contribution of gender to the development and expression of aggressive behavior has recently proliferated. Until recently, aggressive behavior was typically considered more problematic in boys due to the physical nature and severity of the behavior and associated clinical comorbidity (Foster, 2005). Nevertheless, the extent to which the long-term adverse consequences for perpetrators are similar in boys and girls is unclear. Research on physical aggression has largely been conducted with male samples (Coie & Dodge, 1998; Tremblay et al., 1997) whereas studies of relational aggression have often emphasized females (Foster, 2005), with the assumption that findings are generalizable across gender. The evidence suggests established behavior patterns by gender in physical aggression; however, the results from studies on gender and relational aggression are mixed (Crick & Groetpeter, 1995). A complication for current studies is the lack of conceptual clarity, as well as inconsistent findings. Investigators now recognize different patterns of behavior as a function of whether physical/direct/overt versus relational/indirect/social/covert aggressive behavior is considered. The relationships among these different types of aggression are as yet unclear (Underwood et al., 2001), making it difficult for studies to build upon one another and hindering the establishment of a coherent body of knowledge. My area of research and study will focus on social aggression, a construct that denotes a broad spectrum of indirectly aggressive behaviors, including hostile nonverbal actions, exclusion, and gossip (Archer & Coyne, 2005; Underwood, 2003).

Research Questions
The central questions are: 1) To what extent are there gender differences in reported and observed levels and types of social aggression? 2) How do these levels of social aggression change over time? 3) What are the consequences of these behaviors for self-esteem and quality of life? 4) What contributions do different contexts, especially school and classroom contexts, make to the expression of social aggression?

Significance of Study
An investigation into the ways in which social aggression is expressed according to gender and among different age groups will serve to inform current prevention and intervention strategies. There are also potentially important gender differences in behavior patterns, intrapersonal factors, and motivations that have not been investigated empirically, such as reward seeking. The information from studies on gender differences in physical aggression suggests that differing prevalence rates reflect important differences in its
etiology and expression. Recent studies on childhood antisocial behavior (Moffitt & Caspi, 2001), for example, suggest that antecedents, developmental pathways, and etiology of these disorders differ for boys and girls. These findings are of interest to developmental theories and applied interventions in educational settings because trajectories of early aggressive behavior to later conduct problems and clinical disorder from school entry through late adolescence are predicted reasonably well by individual differences in the level of developmentally early behavioral problems (Lahey & Loeber, 1994). That is, children with the highest initial levels of developmental problems at school entry are more likely to show persistent or worsening problems over time (Brame, Nagin, & Tremblay, 2001; Nagin & Tremblay, 1999). Following Loeber and Hay’s (1997) description of three developmental pathways for physical aggression in boys, aggression may: begin in childhood and remain stable; be present in childhood and later cease; or appear for the first time in adolescence. It is unclear whether these pathways replicate in a similar manner in social aggression. The rationale for using a younger sample is social aggression emerges in early childhood (Cairns, Cairns, Neckerman, Ferguson, & Gariepy, 1989). This research will extend our knowledge of the types of indirectly aggressive behaviors children engage in at different ages and their relationship to functional outcome, including long-term emotional adjustment, self-esteem, and academic achievement.

**Theoretical Framework**

The aim of the present study is to identify normative features of social aggression among grade school children to further our understanding of salient intra- and interpersonal mechanisms and long-term outcomes implicated in the development of relationally aggressive behavior in boys and girls at different ages. Briefly, the theoretical approach entails the study of the “origins and course of individual patterns of behavioral maladaptation” (Rutter & Sroufe, 2000). This, together with an understanding of normative development within varying contextual psychosocial and environmental factors, and theories of the social ecology of development (Bronfenbrenner, 1979) is useful in conceptualizing questions about the varying expressions of aggression. Guided by these ideas, the study will seek links between social-emotional processes, including self-perceptions and capacity for emotion regulation, to developmental pathways for social aggression (Foster, 2005). Given the magnitude of gender differences reported in the literature (Underwood, 2003), any successful explanation of gender differences will inform general models of the etiology of relationally aggressive behavior.

**Methodology**

**Design and subjects:** An initial study will be conducted using a cross-sectional design with a sample of at least 100 boys and 100 girls in three age groups: 3-6 years, 7-10 years, and 11-14 years. **Measures:** Peer nomination procedures, teacher observation, self-report measures, and interviews will be used. Teacher reports and the teacher version of the Child Behavior Checklist (Achenbach & Edelbrock, 1983) will be used to assess aggressive and problem behavior. Self-report measures of social skills deficits will include the Self Image Profiles (Butler, 2001) and a multidimensional self-perception scale (Harter, 1985), which assesses global self-concept, peer relations, perceived behavioral conduct, and social competencies. Measures assessing environmental factors and the quality of relevant dyadic relationships will also be completed (Moos & Moos, 1974). Individual open-ended interviews will be conducted to elicit salient intra-and interpersonal features that are prominent in the initiation and maintenance of social aggression. **Procedures:** Group testing sessions will be conducted in classroom settings over 2 or 3 occasions, each two weeks apart. Teacher reports will be conducted concurrently. Individual interviews will be completed at subsequent 30-60 minute sessions. It is anticipated that the schools selected will be in the greater Vancouver area and chosen in consultation with the Vancouver School Board.
Proposal Example 4

SSHRC Program of Study

Personal Qualifications and Background Information

I am in my first year of a Master’s of Arts program in School Psychology at the University of British Columbia (UBC). My interest in school psychology developed through my volunteer and research experiences. For the past two years, I have been volunteering with school-aged children with special needs, both inside and outside the classroom. My work with children with autism and a boy with behavioural challenges led me to realize that my interests lie in improving outcomes for children with social deficits and problem behaviour. My undergraduate honours thesis, “Effects of Early Intensive Behavioural Intervention on Affect, Engagement and Disruptive Behaviour in Children with Autistic Spectrum Disorders (ASD),” gave me the opportunity to evaluate baseline and follow-up data of young children with ASD, to determine whether they exhibit changes in prosocial and problem behaviour through intervention. This summer I completed research at the Institute of Child Health (London, England) in a lab that examined social deficits in children with autism. I worked on numerous projects and had the opportunity to make observations of behavioural interactions in school and clinic settings.

My volunteer work within a Nova Scotia elementary school over the past year reinforced my research interests within the school setting. From my experience in a grade-one classroom, I observed that the teacher’s behaviour towards a student not only impacted the student’s behaviour, but also that of the other children towards the student. I also recently co-authored a paper with Drs. and (in press) that provided evidence of the effectiveness of functional behavioural assessments (FBA) for addressing student problem behaviour and promoting prosocial skills. My work on this paper reinforced the importance of using the FBA process to understand teacher-student interactions and provide proper classroom support to children with problem behaviour.

Relevant Course Work

The 69 credit School Psychology Program at UBC provides an excellent combination of theory, research, and practice, with an emphasis on systems-change and evidence-based prevention and intervention. During this academic year, I will take courses in various school-based issues such as social, emotional and academic assessment, child psychopathology and experimental and research analysis. Each of my years in the program includes a practicum within the school, which will allow me to observe the duties of a school psychologist and also classroom interactions. The breadth and depth of the courses in the program will thoroughly prepare me for my MA research.

Proposed Master’s Research

Given my interests in the impact of interpersonal relationships on children with problem behaviour, I wish to investigate how teacher-student interactions influence student learning. Under the supervision of Dr. , who has extensive experience in FBA research, I would like to expand upon research that examines the relationship between the function of problem behaviour and teacher attention in the classroom. In the sections below, I will provide an overview of previous findings, my research plan, and the importance of this type of research within the school setting.

Research has shown the importance of classroom opportunities to respond (OTRs) on student academic performance. OTRs are defined as questions or directions made by teachers to elicit academic responses by specific students (Wehby, Tally, & Falk, 2004). They allow students to practice academic skills and receive teacher feedback on their academic skills. Higher levels of OTRs are related to higher individual academic performance, and the lack of OTRs is related to academic failure (Greenwood, Horton, & Utley, 2002). As such, the number of OTRs students receive has a profound effect on their education, and reduction in OTRs for any reason is cause for concern. Unfortunately, the number of OTRs provided may be a result of the teacher-student relationship, which is particularly affected by problem behaviour (Hamre & Pianta, 2001). Teachers are
less likely to provide OTRs to students with patterns of problem behaviour than to other students (Carr, Taylor, & Robinson, 1991).

Moreover, teacher-student interactions regarding problem behaviour can start a dangerous cycle of academic failure. If a student who is called on in class can get out of the work by responding with defiance or abusive language, the student may be more likely to be defiant or abusive when called on again (McIntosh, Horner, Chard, Dickey, & Braun, in press). For the teacher, if she or he asks a particular student a question, and that student responds with defiance or abusive language, the teacher may quickly move on to another student. Research shows that the result of this interaction is a weakening in the teacher-student relationship, and the teacher becomes less likely to call on the student in the future (Carr et al., 1991). Eventually, the teacher may stop calling on the student at all, and the student may fall further behind in academic development (McIntosh, Horner, et al., in press).

FBA is a process of analyzing teacher-student and peer interactions to understand and prevent problem behaviour (Crone, Hawken, & Bergstrom, 2007). Based on research from social learning theory and the functional contextualist approach (Biglan, 2004; Patterson, 1982), problem behaviour is functional (i.e. it serves a purpose to meet an individual need) and can be understood through FBA (McIntosh, Brown, & Borgmeier, in press). Some preliminary research (McIntosh, Horner, et al., in press; Wehby et al., 2004) indicates that students who use problem behaviour to escape academic work are at higher risk for reduced OTRs and lower rates of academic growth. It is presently unknown whether the function of behaviour affects teacher-student relationships.

Methodology: Because student-teacher relationships can affect long term student outcomes, there is a vital need to analyze these interactions. In the proposed research project, I will examine the function of problem behaviour as a key variable that affects both the student’s OTRs and the teacher’s attitude toward that student. This builds on previous research as it examines the function of student behaviour, but also explores the crucial relationship between a teacher’s attitudes towards a student with problem behaviour and the likelihood of calling on that student.

The sample will consist of approximately 50 students with or at risk for behaviour disorders and their teachers from grade 2 and 3 classrooms in an urban school district. Participants will include students receiving at least 2 major office discipline referrals (e.g., for fighting, defiance, or vandalism) in the classroom during the first half of the school year. To identify the function of problem behaviour, the Functional Assessment Checklist – Teachers and Staff (FACTS; March et al., 2000) will be completed for each student. The FACTS is a research-validated interview measure with evidence of sufficient psychometric properties (McIntosh, Borgmeier, Anderson, Horner, Rodriguez, & Tobin, in press). Each teacher will also complete the Student-Teacher Relationship Scale (Pianta, 1992); a research-validated 28-item scale that assesses teachers’ perception of relationships with students. I will use direct observation procedures to confirm the function of behaviour and record the number of classroom OTRs for each student, and a second rater will complete reliability checks for 30% of the sessions. I will analyze the data by assessing the correlation between teacher-student relationships and OTRs, as well as differences in both variables by function of student problem behaviour (e.g., teacher attention vs. escape from academic tasks) with a mediator model.

This type of classroom research is essential, as it may aid school personnel in understanding the development of problem behaviour and implementing interventions that aim to improve the child’s learning environment and the long term outcomes of children with problem behaviour. I plan to build upon these results by completing dissertation research to develop an intervention that specifically aims to improve the attitude of teachers towards children with problem behaviour (Pianta, 1992) and increase their use of OTRs with these students.

Due to my volunteer work with children and my research experience, I have been introduced to essential aspects that should make my proposed research more effective and insightful. I also believe that I will thoroughly enjoy and will excel in this graduate environment that specifically targets both of these areas, making me a strong candidate for SSHRC funding.
Proposal Example 5

Education as Adaptation: Investigating Complex Adaptive Curricula

Introduction: I aim to investigate the potential for flexible physics curricula to ameliorate cultural conflict in multicultural classrooms. Discourse on multicultural science education has grown substantially since Maddock’s (1981) proposition that “science and science education are cultural enterprises” (p. 10). Postcolonial, poststructural and feminist voices have joined the conversation (e.g. Harding, 1998; Hines, 2000; Ninnes, 2004) and there is an emerging literature on science and Indigenous education (e.g. Aikenhead, 1997; McKinley, 1996; Snively & Corsiglia, 2001). My research furthers this dialogue, introducing complexity theory as a framework for understanding culture as an evolutionary adaptation of a living system (Baker, 2007) and mitigating cultural conflict through developing flexible curricula (Davis, 2005b; Doll, 1988, 1993; Doll & Alcazar, 1998).

Present level of study: I have recently completed the requirements for a Master’s degree in Theoretical, Cultural and International Studies in Education in the department of Educational Policy Studies at the University of Alberta. My thesis, Education for Global Survival: The Emergence of Biocentric Education, used aspects of complexity theory to examine learning and culture in terms of complex biological systems. Working with the metaphor of culture as a cognitive adaptation, I conceptualized formal education as a crucial site of cultural evolution, resolving cultural conflicts and potentially directing cultural evolution toward the sustained maintenance of living systems.

Background: As science is often portrayed as the ‘official’ knowledge of the West (Tuhuawai-Smith, 1999), socially mandated science education represents a critical arena of cultural contestation where students from non-Western cultural backgrounds are frequently marginalized (Aikenhead, 1996; Cobern, 1994). Science classrooms thus provide an ideal context in which to develop and assess the proposed flexible curriculum. My interest in multicultural science education is rooted in experiences as both an international educator (in New Zealand, Canada, Taiwan and Turkey) and a person of mixed ancestry (Métis, Chinese and Norwegian). My undergraduate degree includes teaching areas in Native Studies and Physics, with most of my teaching occurring in culturally diverse science classrooms. My commitment to resolving cultural conflicts through education is demonstrated by my involvement with organizing Global Citizenship Education (2004) and Anti-Racist Education (2005) conferences and facilitating a group of international undergraduate education students in preparation for their future careers as global educators. I have also gained practical research skills performing content analyses, literature reviews, interviews, and developing and testing tools for science education. My unique cross-cultural teaching and learning experiences, research skills, and passion for mitigating cultural conflict make me well suited to carry out the proposed research.

Significance: Cultural conflicts limit the efficacy of the intercultural collaboration required to address global issues (e.g. climate change, AIDS, biodiversity loss) that threaten living systems (Stewart-Harawira, 2005). All aspects of formal education, including curriculum design, must reflect the importance of mediating these conflicts. The Alaska Rural Systemic Initiative (AKRSI) provides a pioneering case study of the development of a flexible curriculum that emerged through recognition of congruencies between traditional Indigenous knowledge systems and complexity theory (Barnhardt & Kawagley, 2004, 2005; Stephens, 2003). The successes of AKRSI are demonstrated in decreases in student drop-out rates and increases in achievement scores and students pursuing college education (2004, p. 63). Taking AKRSI as a starting point, I aim to extend this curriculum development system to contexts with greater cultural diversity (i.e. urban areas with diverse indigenous and immigrant populations). Because my background is in Physics teaching, I will be focusing on this branch of science education. In particular, I will be seeking to address the current trend of falling enrollments in physics classes (Lyons, 2006).

Theoretical framework: A major branch of complexity theory focuses on the study of complex adaptive systems – dynamic networks of agents acting in parallel with highly decentralized control, that generate coherent patterns on multiple levels through competition and cooperation amongst the agents themselves
(Johnson, 2001). As the adaptive behavior of these systems has been equated to learning (Davis & Sumara, 2006), both cultures and bodies of knowledge (e.g. scientific knowledge) can be considered learned patterns of human complex adaptive systems that arise from the interaction of competing ideas (Davis, 2005a).

Accordingly, cultural conflict in physics classrooms can be understood as a conflict between aspects of two complex adaptive systems: the student’s embodiment of their culture and the evolving body of scientific knowledge. Conflicts between complex adaptive systems can be resolved through either competition or cooperation, leading to the extinction of one combatant or a symbiotic relationship, respectively. Multicultural education should aim to achieve cooperative resolutions to these conflicts, facilitating mutually beneficial adaptations that maintain the integrity of both systems. Linearly structured curricula imposed by centrally controlled education systems often disregard the inevitable conflicts that occur in science classrooms. Doll and Alcazar (1998) propose an alternative to such curricula in their theoretical treatment of curriculum and complexity theories, initiating a shift from ‘curricular structures of control’ to ‘flexible curricular systems’. A non-linear flexible curricular framework, where curricula emerge from the systemic integration of the cultural diversity of the school and the formal education system, opens possibilities for mutual engagement and may facilitate cooperative resolutions to cultural conflicts. From this perspective education is “part of a self-sustaining cultural system” (Barnhardt & Kawagley, 2004, p. 59) where “educational components can be tailored to fit the particular cultural context in which they are situated” (p. 60).

**Research Methodology:** This qualitative multi-method research project will proceed through four stages: 1) an in depth study of complexity and curriculum theories; 2) use of relevant frameworks in a critical review of AKRSI; 3) development and implementation of an adaptive multicultural curriculum system for physics in an urban school; and 4) an investigation of the effectiveness of this system for mitigating conflicts with students from diverse cultural backgrounds. The first stage will occur during coursework in the initial years of my program. I plan to complete the second stage in the second year of my program by traveling to Alaska to observe the initiatives and results of AKRSI and to interview elders, academics, administrators, teachers and students involved with the program. A school will then be selected from within Greater Vancouver as a basis for the development and implementation of an adaptive multicultural curriculum system. The effectiveness of this system will be investigated through ethnographic observation, surveys and interviews. Results of this investigation will be disseminated through conference presentations and publications in academic and professional teacher’s journals.

**Program:** I am pursuing doctoral studies in Science Education in the Department of Curriculum Studies at the University of British Columbia under the supervision of Dr. . I am eager to learn from the department’s critical mass of researchers attentive to implications of complexity theory in education (which includes several science educators) and the instruction of Dr. . In the sister department of Educational Studies Dr. , will provide a strong critical influence on my work. I will also continue to benefit from Indigenous perspectives offered by my master’s supervisor, Dr. , as an external member of my supervisory committee. My doctoral coursework will include study of research methods, curriculum foundations, curriculum change, complexity and curriculum, complexity theory and science education, and anti-oppressive education with a focus on culture and curriculum. In addition to the expertise of faculty members and the relevance of course offerings, the University of British Columbia’s mandate for interdisciplinary research and close proximity to culturally diverse urban schools makes it a natural choice for my research.
Proposal Example 6

Teaching in a Cocktail Party: Getting Past the Small Talk

Context

“Social justice” is a phrase that has become embedded within education discourse in Canada; yet, its meanings are multiple, confusing, and at times contradictory. How do teachers “practice social justice” when teaching is recognized as an undecided and subjective undertaking (Ellsworth, 1997), when knowledge is constantly in the making (Ellsworth, 2005), and when “social justice” requires that normative curriculum be questioned (Kumashiro, 2000; Sumara, 2006)? The avenue of study that I propose investigates the convergence between teacher identity, the “reading”—subverting, omitting, inserting and negotiating—of curriculum, and intentions of teaching for social justice. In what ways do teachers understand constructions of teacher and how do those understandings influence how they “read” curriculum for social justice?

Theoretical framework

As Pinar (1993) explains, the curriculum debates about what is taught are “debates about whom we perceive ourselves to be” (as cited in Popkewitz, 1997, p. 26). Theorizing the messiness of teacher identity (Britzman, 1992) requires a concern for the constructs of teacher. These constructs, which are always already in play (Butler, 1993), effect teachers’ understanding of who they are, their becoming (Britzman, 1992) and who they are allowed to be.

Butler (1997), drawing on Foucault, theorizes how we perceive ourselves, and the condition of possibility for the self, through subjectification. This simultaneous push and pull between external impositions (in this case, the construct of teacher) and internal resistance, results in the performance of self (Butler, 1993). Within this constant subjectification, teachers are constantly making decisions about curriculum. Further, in order to consider social justice, teachers are looking for pedagogical opportunities to engage in a practice of difference (Fraser, 1996). This means teachers are looking for teaching opportunities to challenge exclusive categories of identity, recognize multiple subjectivities (Ellsworth & Miller, 1996) and to construct “disruptive, different knowledges” (Kumashiro, 2000). Therefore, how teachers read curriculum, that is, what gets privileged or ignored in the name of social justice, depends on who teachers perceive themselves to be.

Imagine for a moment attending a cocktail party wherein the subjectification is the push and pull between external forces (the expectations of others, acceptable social rules, etc.) and internal forces (wanting to talk with someone, hunger, etc.). For teachers, those external forces can be likened to provincial curricula, expectations of administration/colleagues/students and are in constant tension with internal forces (values, desires, and interests, to name a few). While at the cocktail party, within this constant tension of subjectification, one must choose who to ignore, who to talk to, for how long, and about what. This is like reading the curriculum—choosing what to privilege, ignore and embrace. The practice of difference (the social justice that is sought through the reading of curriculum), are those conversations that, unlike small talk, are worthwhile and possibly transformative. Although these moments in the classroom are always sought after, like conversations at the cocktail party, they are intermittent, often unexpected, and usually fleeting.

For this project, the productivity of Butler’s theory lies in the educational moments (Davies, 2006) within the convergence of teacher subjectification, the reading of curriculum, and a practice of difference as a pedagogy for “social justice”; thus allowing for additional theorizing of teacher identity, subjectivity and performativity, and practice.

Methodology

I will conduct a collaborative study with four teachers in an urban public elementary school for a nine month period. The teachers will be self-nominated on the basis of interest in the topic and in collaboration, and commitment to the project. All four teachers working within one school will allow for: a) increased opportunity for collaboration; b) greater co-participation on behalf of the researcher, and; c) inquiry into the common setting. A collaborative methodology (Clandinin, et al., 1993; Cochran-Smith & Lytle, 1999) will allow for a disruption researcher authority (Lather, 1992), a polyphony of voices, our (multiple, partial and contesting) knowledges, and a legitimization of participants’ subjective experiences.
Researcher observations, recorded in a field journal, will take place in each classroom once per week. Teachers will be invited to keep field journals as well, documenting their own accounts of the experiences. These observations, framed within the topics of teacher identity, reading curriculum, and practice of difference will provide the stimulus for group discussions which will occur biweekly. During these discussions, a method of deconstructive inquiry (Lather, 1991) will be used to examine the constructions of teacher and the influences of these discourses on the reading of curriculum, while revealing the fissures for a practice of difference. Ethical reflexivity (Pillow, 2003) will encourage participants to describe, interpret and theorize their understandings (McWilliam, 1994).

Analysis will be recursive; that is, researcher and participant understandings will be reviewed throughout the project. Researcher analysis of the data will be interrogated as contradictory narratives (Britzman, 2000) in an effort to identify the tensions and gaps between constructs of teacher, readings of curriculum and subsequent teachings of difference.

Significance

There is an abundance of important research on/with pre-service teachers (Britzman, 2000) and a strong tradition in research on the socialization of teachers (for e.g., Nias). In regards to subjectification, research continues to emerge with pre-service teachers (for e.g., Britzman, 2003; McWilliam, 1994), as well as on students (for e.g., Davies, 1993, 2006). This study, although following in the critical tradition of Britzman (2003), Gore (1993), McWilliam (1994), and Popkewitz (1987), differs in that its participants are in-service elementary teachers—an underrepresented research group (Nias, 1989). Further, this study is located in the interstices of teacher education and curriculum theory—“that site (within the larger field of education) of intellectual revolution for the past three decades” (Pinar, 1998, p. 1).

Program to date and Timeline

My master's thesis took place in , was framed by feminist post-development theory, and documented the ways women share knowledge among themselves to support their communities. During the project, I developed expertise in observation, documentation, interview procedures and qualitative data analysis. Being at UBC in the doctoral program allowed me to engage in coursework, literature reviews and seminars, helping to frame and conceptualize this project. This has led to a presentation at CSSE and several manuscripts currently under review. In this second year of study, working part-time as a teacher consultant, I retain positions on the provincial board for Canadian Association for Young Children and am the Graduate Student Representative for the Canadian Association for the Study of Women in Education. Participation in doctoral seminars and completion of comprehensive exams by spring 2008 will further refine the theoretical, methodological and conceptual aspects of this study. SSHRC funding will permit me to commence research in September 2008, as well as prepare manuscripts and conference papers for contribution to the larger research and teaching community.
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Important change regarding eligibility of subject matter
Due to changes in eligibility of subject matter, applicants are advised to review the guidelines to ensure that they are applying to the appropriate agency.

Regulations Governing Fellowship and Scholarship Applications
Definitions

<table>
<thead>
<tr>
<th>Next application deadline</th>
<th>Value</th>
<th>Duration</th>
<th>Results announced</th>
<th>Apply</th>
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| Check your applicant status. If you must apply through your university: University sets the deadline. If you must apply directly to SSHRC: December 14, 2009. | $17,500 | 12 months (non-renewable) | Spring 2010 | Web application form and instructions | Letter of Appraisal (pdf document, 184KB)  
Departmental Appraisal (pdf document, 153KB)

Context

Objectives
Value and Duration
Eligibility
Evaluation and Adjudication
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More Information

Context

Through the Canada Graduate Scholarships (CGS) program, the three federal research granting agencies each year support 2,000 doctoral students and 2,000 master's students in all disciplines.

In Budget 2009, the Government of Canada announced a temporary increase of $17.5 million to SSHRC's budget to fund additional Joseph-Armand Bombardier CGSs for business-related research. This temporary increase allows SSHRC to award, over two years, 400 additional master's and 100 additional doctoral scholarships for research related to business.

Most Canadian universities receive a CGS allocation indicating the number of students they can nominate for scholarships. Students registered in a degree program at a university that did not receive an allocation must apply directly to SSHRC.

If you are interested in a research experience outside of Canada and hold a Joseph-Armand Bombardier CGS at the master's or doctoral level, or a Vanier Canada Graduate Scholarship (Vanier CGS) at the doctoral level, you are eligible to apply for a Canada Graduate Scholarships—Michael Smith Foreign Study Supplement.

Objectives

The Joseph-Armand Bombardier CGS Master's Scholarships program seeks to develop research skills and assist in the training of highly qualified personnel by supporting students in the social sciences and humanities who demonstrate a high standard of achievement in undergraduate and early graduate studies.

Description

This program, together with the SSHRC Doctoral Awards, the Vanier CGS doctoral nominations, and SSHRC's Postdoctoral Fellowships program, helps train Canada's researchers and leaders of tomorrow.

Tenable only at eligible Canadian universities, Joseph-Armand Bombardier CGS Master's Scholarships are open to applicants who will be registered as full-time students in a master's program, or in the first or second year of a combined MA/PhD
Value and Duration

The Joseph-Armand Bombardier CGS Master's program offers one-time, non-renewable, 12-month awards, valued at $17,500.

Successful applicants must take up their awards in May 2010, September 2010 or January 2011. The January start date is available only to award holders who cannot begin their degree program earlier, either because of an incomplete previous degree or because their chosen degree program is not available until the later date.

Eligibility

Eligibility to Apply in the 2010 Competition (Deadline Fall 2009)

To qualify to apply to this program, you must:

- be a citizen or permanent resident of Canada;
- be applying for support to pursue your first graduate degree (i.e., master's or equivalent) and not have completed more than 12 months of full-time graduate study at the proposed start date of the award (all previous studies at the graduate level, regardless of discipline, will be included in determining eligibility);
- have achieved a first-class average, as determined by your university, in each of the last two years of full-time study or equivalent;
- not have already received an award for master's-level study from SSHRC, NSERC or CIHR;
- not be applying for graduate funding in the 2009-10 academic year to NSERC or CIHR;
- not be pursuing a degree program that combines undergraduate and graduate degrees; and
- if indicating interest in a Joseph-Armand Bombardier CGS master's award for business-related research, be pursuing research with a broad focus on business.

Notes:

At the time of application, you need not be assured admission to a particular university or to a degree program. If you completed your bachelor's degree before January 1, 2005 (the date that you completed all degree requirements, not the date of your graduation) and have not been registered at a university since that date, you are not eligible to apply to this program.

Combined MA/PhD Programs

- If you are or will be registered in a combined MA/PhD program, you may apply to the Joseph-Armand Bombardier CGS Master's program for the first or second year of the master's portion of the combined program, provided you have not exceeded 12 months of graduate-level study at the time of the proposed start date of the award.
- If you are currently registered in a combined MA/PhD program and have or will have completed more than 12 months of graduate-level study as of the proposed start date of the award, you may apply to the Doctoral Awards program.

Eligibility to Hold an Award

At the time of taking up the award, you must:

- be registered as a full-time student, at an eligible Canadian university, in the first year of a master's or combined MA/PhD program in the social sciences or humanities that includes advanced research training (as defined in Program Eligibility below);

or

- be registered as a full-time student, at an eligible Canadian university, in a master's or combined MA/PhD program in the social sciences or humanities that includes advanced research training (as defined in Program Eligibility below), and have completed no more than 12 months of full-time study or equivalent at the graduate level.

and

- be admitted unconditionally in a master's or combined MA/PhD program (generally, this means having completed all the requirements for a bachelor's degree).
Notes:

Joseph-Armand Bombardier CGS Master’s Scholarships are available to students who are registered part time because of a disability. For this purpose, "disability" is defined as "a functional limitation resulting from a physical, sensory, or mental impairment, which, for an indefinite period, affects the ability of the student to perform the activities necessary to participate fully in his or her learning."

Federal government employees are eligible to hold an award only if on an unpaid leave of absence (no salary or special allowances permitted).

A qualifying or "make-up" year of study is not eligible for support.

Program Eligibility

The scholarship is tenable only in degree programs that include significant research training. Research training normally involves:

- demonstrating the ability to conduct original research by the completion of a thesis, major scholarly paper, project, publication, performance, recital or exhibit; and/or
- completing course work in research methods and/or statistics appropriate for the discipline or field of study; and/or
- acquiring knowledge and experience sufficient to conduct, assess and interpret research and scholarship in the field.

Evaluation and Adjudication

Evaluation Criteria

Multidisciplinary committees evaluate applicants based on:

<table>
<thead>
<tr>
<th>Academic Excellence</th>
<th>Weighting: 60%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic excellence—as demonstrated by academic transcripts, awards and distinctions.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Research Potential</th>
<th>Weighting: 30%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality of analytical skills, ability to think critically, ability to apply skills and knowledge, judgement, originality, initiative and autonomy, determination, and ability to complete projects within an appropriate period of time—as demonstrated in the description of the degree program and by work experience, research contributions, letters of appraisal and, if applicable, the departmental appraisal.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Communication Skills</th>
<th>Weighting: 10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>As demonstrated in the description of the degree program and, if relevant, by work experience, community involvement and other extracurricular activities, as well as by letters of appraisal, the quality of presentation of the application and, if applicable, the departmental appraisal.</td>
<td></td>
</tr>
</tbody>
</table>

Competition Process

<table>
<thead>
<tr>
<th>Those Applying through a Canadian university</th>
<th>Those Applying Directly to SSHRC</th>
</tr>
</thead>
<tbody>
<tr>
<td>The student contacts his or her university immediately to determine the university’s internal application deadline, then submits the completed application to the university by that deadline.</td>
<td>The candidate applies directly to SSHRC. Applications must be postmarked no later than December 14, 2009.</td>
</tr>
<tr>
<td>The university evaluates all applications in accordance with SSHRC’s selection criteria and establishes three categories: A-list applications, which are recommended for awards; B-list applications, which are not; and a list of alternate applications. The university informs all applicants whether they are on the A, B or alternate list.</td>
<td>SSHRC evaluates and makes final decisions on all applications and announces competition results by spring 2010. SSHRC informs all applicants in writing of the outcome of their applications. Competition results are not given over the telephone or by email.</td>
</tr>
<tr>
<td>The university submits all A- and alternate-list applications to SSHRC for review and final decision. SSHRC announces competition results by spring 2010. SSHRC informs all applicants in writing of the outcome of their applications. Competition results are not given over the telephone or by email.</td>
<td></td>
</tr>
</tbody>
</table>

Application Process

1. Ensure both you and the master’s program for which you request support meet the requirements specified in the Eligibility section.

2. Complete the application form and the required attachments. You will find the application instructions inside your application when you begin to create it online.

3. Determine your current applicant status from the table below and submit your complete application to the appropriate
### Applicant Status

<table>
<thead>
<tr>
<th>Applicant Status</th>
<th>Where to Submit Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>You are currently registered in a degree program at, or are on an approved leave of absence from . . .</td>
<td></td>
</tr>
<tr>
<td>a university with a CGS allocation</td>
<td>The university at which you are currently registered or from which you have taken an approved leave of absence.</td>
</tr>
<tr>
<td>a university without a Canada Graduate Scholarship allocation</td>
<td>SSHRC (at address below)</td>
</tr>
<tr>
<td>a foreign university*</td>
<td>SSHRC (at address below)</td>
</tr>
<tr>
<td>You are not currently registered in a degree program, but completed your previous degree . . .</td>
<td></td>
</tr>
<tr>
<td>at a university with a Canada Graduate Scholarship allocation at any time between January 1, 2009, and the present</td>
<td>The university at which you were most recently registered.</td>
</tr>
<tr>
<td>at a university with or without a Canada Graduate Scholarship allocation at any time between January 1, 2005, and December 31, 2008</td>
<td>SSHRC (at address below)</td>
</tr>
</tbody>
</table>

*Students registered concurrently at a Canadian and a foreign university must apply through the Canadian university if that university has a CGS allocation.

### Administrative Regulations

All applicants and scholarship holders must comply with the Regulations Governing Fellowship and Scholarship Applications and with the regulations set out in the appropriate award holder's guide.

SSHRC reserves the right to determine the eligibility of applications based on the information provided in those applications. The Council also reserves the right to interpret the program regulations set out in its published materials.

### Related Funding Opportunities

**Canada Graduate Scholarships—Michael Smith Foreign Study Supplements**

This tri-agency program supports Canadian graduate students in building global linkages and international networks through exceptional research experiences at research institutions outside of Canada.

### More Information

Please address questions about the J.-Armand Bombardier CGS Master’s Program to:

**Joseph-Armand Bombardier Canada Graduate Scholarships**

SSHRC  
350 Albert Street  
P.O. Box 1610  
Ottawa, ON K1P 6G4  

Tel.: 613-943-7777  
Fax: 613-943-1329  
Email: fellowships@sshrccrsh.gc.ca
## J. A. Bombardier Canada Graduate Scholarships - Master's

**Identification**

Citizenship and Statistical and Administrative Information will be used by SSHRC for administrative and statistical purposes only. Filling out the Statistical and Administrative Information section is optional.

### Name

<table>
<thead>
<tr>
<th>Family name</th>
<th>Given Name</th>
<th>Initials</th>
<th>Title</th>
</tr>
</thead>
</table>

Full name used during previous contact with SSHRC, if different from above.

### Citizenship - Applicants must indicate their citizenship status

- **Status**
  - Canada
  - Permanent resident of Canada since
  - Other country

### Statistical and Administrative Information

<table>
<thead>
<tr>
<th>Birth year</th>
<th>Gender</th>
<th>Correspondence language</th>
<th>Language spoken</th>
<th>Years abroad</th>
<th>Speak</th>
<th>Comprehended aurally</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>English</td>
<td>French</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Contact Information

The following information will help us contact you more timely. Secondary information will not be released by SSHRC without your consent.

<table>
<thead>
<tr>
<th>Primary telephone number</th>
<th>Secondary telephone number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country</td>
<td>Country</td>
</tr>
<tr>
<td>Area</td>
<td>Area</td>
</tr>
<tr>
<td>Number</td>
<td>Number</td>
</tr>
<tr>
<td>Extension</td>
<td>Extension</td>
</tr>
</tbody>
</table>

**Family name, Given name**

### J. A. Bombardier CGS - Master's

**Current Mailing Address**

The address you provide must be complete and accurate because we will use it to correspond with you.

- **Address**
- **City/Municipality**
- **Province/State**
- **Postal/Zip code**

### Permanent Canadian Address

Regardless of your citizenship status (Canadian citizen or permanent resident of Canada), you must provide your permanent address in Canada, even if it is the same as your current mailing address.

- **Address**
- **City/Municipality**
- **Province/State**
- **Postal/Zip code**

**Country**

---

Personal Information will be stored in the Personal Information Bank for the appropriate program.

Application WEB 2000/05/26
**J. A. Bombardier Canada Graduate Scholarships - Master's**

### Application Profile

**Special initiative**

**Applicant family name**

**Applicant given name**

**Current position**

**Org. code**

**Full organization name**

**Department/Division**

**Name of degree sought through this application**

**Organization to award the degree**

**Start date or expected start date of the program of study for which you seek support**

**Department/Division**

**Indicate the number of months of support sought through this application**

**Expected start date of the award**

**Title of research proposal**

**Confirm the nature of the research requirements of the program**

**If the research requirement is coursework, please specify courses**

**How many months of graduate studies will you have completed at the expected start date of the award?**

<table>
<thead>
<tr>
<th>a) full time</th>
<th>b) part time</th>
</tr>
</thead>
</table>

**Does your proposal involve the use of human beings as research subjects?**

- [ ] Yes
- [ ] No

**Signature**

The undersigned accepts the terms and conditions as outlined in the corresponding program description; the instructions provided with this form; and any conditions applied to an award pursuant to this application. The undersigned also declares that after having forwarded the sealed letter of Agreement to SSHRC or the university faculty, he/she received the following.

**Applicant name (print)**

**Signature**

**Date**

---

### Academic Background

List up to 5 degrees, beginning with the highest degree first and all others in reverse chronological order, based on the start date.

<table>
<thead>
<tr>
<th>Degree type</th>
<th>Degree name</th>
<th>Start date (yyyy-mm)</th>
<th>Expected date (yyyy-mm)</th>
<th>Awarded date (yyyy-mm)</th>
</tr>
</thead>
</table>

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

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**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**

---

**Degree type**

**Degree name**

**Start date (yyyy-mm)**

**Expected date (yyyy-mm)**

**Awarded date (yyyy-mm)**

**Disc. code**

**Discipline**

**Did SSHRC support enable you to get this degree?**

- [ ] Yes
- [ ] No

**Org. code**

**Organization**

**Country**
**Areas of Study**

The information provided in this section refers to your research study. Duplicate entries are not permitted.

**Keywords**

List keywords that best describe your proposed research study. Separate keywords with a semicolon.

**Disciplines**

Indicate and rank up to 3 disciplines that best correspond to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Discipline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Areas of Research**

Indicate and rank up to 3 areas of research related to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Temporal Period**

If applicable, indicate the historical period covered by your research study.

<table>
<thead>
<tr>
<th>From Year</th>
<th>BC</th>
<th>AD</th>
<th>To Year</th>
<th>BC</th>
<th>AD</th>
</tr>
</thead>
</table>

**Geographical Regions**

If applicable, indicate and rank up to 2 geographical regions covered by or related to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Countries**

If applicable, indicate and rank up to 5 countries covered by or related to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Languages**

Specify your facility in the language(s) required to carry out your proposed program of study.

<table>
<thead>
<tr>
<th>Read</th>
<th>Write</th>
<th>Speak</th>
<th>Comprehend fluency</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Family name, Given name**

J. A. Bombardier CGS - Master's
Guidelines for Completing the Letter of Appraisal

When writing your appraisal, bear in mind that some members of the multidisciplinary selection committee that reviews applications may not have an intimate knowledge of the field or sub-field in which the candidate proposes to study.

In your Letter of Appraisal you should comment on the following:

- **Academic Excellence** - As demonstrated by academic transcripts, awards and distinctions.
- **Research Potential** - Quality of analytical skills, ability to think critically, ability to apply skills and knowledge, judgement, originality, initiative and autonomy, determination and ability to complete projects within an appropriate period of time – as demonstrated in the description of program of study and by work experience, research contributions.
- **Communication Skills** - As demonstrated in the description of the program of study and by work experience, community involvement and other extracurricular activities (if relevant), and the quality of presentation of the application.

Type your Letter of Appraisal using a 12-point font and do not exceed the space provided. Additional pages will not be submitted to the selection committee.

Once you have completed the Letter of Appraisal, seal the envelope, sign over the seal and return the envelope to the applicant.

Note: If you are the Head of a department and are also completing a Letter of Appraisal on behalf of a candidate, please ensure that another faculty member completes the Departmental Appraisal.

**Important**
You cannot save a form-fillable PDF file using Adobe Reader (a software available free from the Internet). If you are using Adobe Reader, you can type your information directly into the form; however, once you close your document, your data is lost.

We recommend that you compile your information in a word processor document. Once completed, you can then copy and paste this information into the PDF appraisal form. Your data will print only when you exit the field you have just completed. Print and sign the form.

Note: You may purchase Adobe Writer which will let you save your data to a directory.

**Help**
If you are having problems with your appraisal form, please consult the Frequently Asked Questions or contact the SSHRC Helpdesk by telephone at 613-995-4273 or by E-mail at webgrant@sshrc-crsh.gc.ca.
Guidelines for Completing the Letter of Appraisal

When writing your appraisal, bear in mind that some members of the multidisciplinary selection committee that reviews applications may not have an intimate knowledge of the field or sub-field in which the candidate proposes to study.

In your Letter of Appraisal you should comment on the following:

- **Academic Excellence** - As demonstrated by academic transcripts, awards and distinctions.

- **Research Potential** - Quality of analytical skills, ability to think critically, ability to apply skills and knowledge, judgement, originality, initiative and autonomy, determination and ability to complete projects within an appropriate period of time— as demonstrated in the description of program of study and by work experience, research contributions.

- **Communication Skills** - As demonstrated in the description of the program of study and by work experience, community involvement and other extracurricular activities (if relevant), and the quality of presentation of the application.

Type your Letter of Appraisal using a 12-point font and do not exceed the space provided. Additional pages will not be submitted to the selection committee.

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**Help**
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**Social Sciences and Humanities Research Council of Canada**

**J. A. Bombardier CGS - Master's**

<table>
<thead>
<tr>
<th>Application Checklist</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Completed and signed copy of the application form with all parts identified with your name</td>
<td>✔️</td>
</tr>
</tbody>
</table>

**Attachments**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Program of Study (maximum 2 pages)</td>
</tr>
<tr>
<td>3.</td>
<td>Bibliography and Citations (maximum 5 pages)</td>
</tr>
<tr>
<td>4.</td>
<td>Research contributions, if applicable (maximum 1 page)</td>
</tr>
<tr>
<td>5.</td>
<td>All undergraduate level transcripts</td>
</tr>
<tr>
<td>6.</td>
<td>All graduate level transcripts</td>
</tr>
<tr>
<td>7.</td>
<td>Two (2) completed Letters of Appraisal in sealed envelopes</td>
</tr>
<tr>
<td>8.</td>
<td>The Departmental Appraisal (those applying through a Canadian university)</td>
</tr>
<tr>
<td>9.</td>
<td>Application Checklist</td>
</tr>
</tbody>
</table>

---

Personal information will be stored in the Personal Information Bank for the appropriate program.

Application WEB

Canada
Letter of Appraisal

J. A. Bombardier CGS - Master's

Name of applicant: Telephone:

Address:

Guidelines for Completing the Departmental Appraisal

Complete this form if you are evaluating an applicant for a Canada Graduate Scholarships - Master's and you are the head of the department or the designate. Before you start completing the form-fillable PDF, make sure you have the applicant's completed Canada Graduate Scholarships - Master's application form, along with his or her official academic transcripts. Please do not exceed the space provided, as additional pages will not be accepted.

Note: The proposed supervisor must not complete this form.

Complete this form for all CGS - Master's applicants that must apply through the university.

1. Describe the applicant's research potential (e.g., quality of analytical skills, ability to think critically, ability to apply skills and knowledge, judgement, originality, initiative and autonomy, determination and ability to complete projects within an appropriate period of time).

   In addition, comment on the applicant's communication skills as demonstrated in the description of the program of study and by work experience, community involvement and other extracurricular activities (if relevant) and the quality of presentation of the application.

2. If the applicant is currently enrolled in or intends to pursue a master's or combined MA/PhD program at your institution or has indicated that they intend to take up the award at your institution, comment on the research requirements of that program.

3. Has the applicant maintained a first-class average (as determined by your institution) in each of his or her last two years of full-time study? If you are nominating an applicant for a CGS award who has not achieved a first-class average in each of the last two years of study, you must provide a strong rationale for the recommendation, because such applications will be submitted to the CGS-Master's Committee for evaluation.

4. Indicate the weighted annual averages (grade point, percentage) for each of the last two completed years of study. Annotate the transcripts (do not highlight) to indicate which courses you have used in the calculation.
Submitting this Appraisal

For applications being submitted through a Canadian university
Submit the following documents to the office responsible for managing this program at your university:
- Completed application form and required attachments
- Departmental Appraisal
- All university level transcripts
- Application Checklist

If you are the Head of a department and are also completing a Letter of Appraisal on behalf of an applicant, please ensure that another faculty member completes the Departmental Appraisal.

For applications being submitted directly to SSHRC
The Departmental Appraisal is not required for those who are applying directly to SSHRC.

Important
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Apply for Funding

Doctoral Awards

Joseph-Armand Bombardier Canada Graduate Scholarships (CGS)
Program: Doctoral Scholarships and SSHRC Doctoral Fellowships Program

Regulations Governing Fellowship and Scholarship Applications

<table>
<thead>
<tr>
<th>Next application deadline</th>
<th>Value</th>
<th>Duration</th>
<th>Results announced</th>
<th>Apply</th>
</tr>
</thead>
</table>
| For applicants registered at a Canadian university, the university sets the deadline; for all others, November 13, 2008 | J.-Armand Bombardier CGS Doctoral Scholarships: $35,000 per annum  
SSHRC Doctoral Fellowships Program: $20,000 per annum | J.-Armand Bombardier CGS Doctoral Scholarships: 36 months  
SSHRC Doctoral Fellowships: 12, 24, 36 or 48 months | April 2009 | Application form not available |

Context

SSHRC offers two types of awards for doctoral-level study.

- SSHRC Doctoral Fellowships;
- J.-Armand Bombardier Canada Graduate Scholarships (CGS) Program: Doctoral Scholarships.

You apply for both awards by completing one application form. If you are eligible for both awards, SSHRC will automatically consider you for both.

If you are interested in a research experience outside of Canada and hold a Joseph-Armand Bombardier Canada Graduate Scholarship (CGS) at the master’s or doctoral level, or a Vanier Canada Graduate Scholarship (Vanier CGS) at the doctoral level, you are eligible to apply for a Canada Graduate Scholarship-Foreign Study Supplement.

Objectives

The SSHRC Doctoral Fellowships and the J.-Armand Bombardier CGS Doctoral Scholarships programs aim to develop research skills and assist in the training of highly-qualified personnel by supporting students who demonstrate a high standard of scholarly achievement in undergraduate and graduate studies in the social sciences and humanities.

These programs, together with the J.-Armand Bombardier CGS Master’s Scholarships and the SSHRC Postdoctoral Fellowships programs, help train Canada’s research leaders of tomorrow.
Value and Duration

J.-Armand Bombardier CGS Doctoral Scholarships are valued at $35,000 per annum for 36 months.

SSHRC Doctoral Fellowships are valued at $20,000 per annum for 12, 24, 36 or 48 months.

SSHRC determines the value and duration of an award based on the number of months of full time study (or equivalent) the applicant will have completed at the proposed start date of the award.

For both the J.-Armand Bombardier CGS scholarship and the SSHRC fellowship, successful applicants in the 2009 competition must take up their awards in May 2009, September 2009 or January 2010. The January start date is available only to award holders who cannot begin their program of study earlier, either because of an incomplete previous degree or because their chosen program of study is not available until the later date.

In calculating the value and duration of awards, SSHRC includes all prior doctoral-level studies in the same discipline. In the case of students who are applying for, or registered in, a combined MA/PhD program, or who have been accelerated from a master’s program into a doctoral program without obtaining the master’s degree, SSHRC includes all graduate-level study in the same discipline. This applies whether or not the degree was completed and whether or not the current university recognizes the previous credits or years of study.

SSHRC assumes that all studies were full-time and uninterrupted (i.e., beginning of September 2007 to end of August 2008 means 12 months of study). Students who studied on a part-time basis, or who interrupted their studies with their university’s official approval, must specify the dates of interruption or part-time study.

The following table shows the periods of support applicable to students at different stages of postgraduate study.

<table>
<thead>
<tr>
<th>Number of months completed at the proposed start date of the award</th>
<th>J.-Armand Bombardier CGS Doctoral Scholarship</th>
<th>SSHRC Doctoral Fellowship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants who will have completed between 0 and 4 months</td>
<td>36 months of funding</td>
<td>48 months of funding</td>
</tr>
<tr>
<td>Applicants who will have completed between 5 and 16 months</td>
<td>36 months of funding</td>
<td>36 months of funding</td>
</tr>
<tr>
<td>Applicants who will have completed between 17 and 28 months</td>
<td>Not eligible</td>
<td>24 months of funding</td>
</tr>
<tr>
<td>Applicants who will have completed between 29 and 40 months</td>
<td>Not eligible</td>
<td>12 months of funding</td>
</tr>
<tr>
<td>Applicants who will have completed 41 months or more</td>
<td>Not eligible</td>
<td>Not eligible</td>
</tr>
</tbody>
</table>

Eligibility

Eligibility to Apply in the 2009 Competition (Deadline Fall 2008)

To qualify to apply to both the SSHRC Doctoral Fellowships and the J.-Armand Bombardier CGS Doctoral Awards programs, you must:

- be a citizen or permanent resident of Canada;
- be applying for support to pursue your first PhD (or equivalent);
- be pursuing doctoral studies (or a combined MA/PhD) in the social sciences or humanities;
- not have already received a scholarship or fellowship from SSHRC, NSERC or CIHR to undertake or complete a doctoral degree or combined MA/PhD;
- not be applying in the 2008-09 academic year to NSERC or CIHR;
- not be pursuing a degree program that combines undergraduate and graduate degrees.

You need not be assured of admission to a program at the time of application.

Eligibility to Hold an Award
J.-Armand Bombardier CGS Doctoral Scholarships are tenable only at recognized universities in Canada. There are no exceptions.

SSHRC Doctoral Fellowships are tenable at any recognized university in Canada or abroad provided that the award holder has completed at least one previous degree at a Canadian university. For award holders who do not meet this requirement, the fellowships are tenable only at recognized Canadian postsecondary institutions.

On the proposed start date of the award, you must:

- be registered as a full-time student, undertaking or continuing a doctoral program (or a combined MA/PhD program) in the social sciences or humanities; and
- not have exceeded the allowable number of months already spent in doctoral study, as set out in the Value and Duration section above.

Notes:

Doctoral awards may be held by students who are registered part-time because of a disability. For this purpose, disability is defined as “a functional limitation resulting from a physical, sensory, or mental impairment, which, for an indefinite period, affects the ability of the student to perform the activities necessary to participate fully in his or her learning.”

Federal government employees are eligible to hold an award only if on an unpaid leave of absence (no salary or special allowances permitted).

A qualifying or "make-up" year of study is not eligible for support.

Evaluation Criteria

Multidisciplinary selection committees evaluate applicants solely on academic merit, measured by:

- past academic results, demonstrated by transcripts, awards and distinctions;
- the program of study and its potential contribution to the advancement of knowledge;
- relevant professional and academic experience, including research training, as demonstrated by conference presentations and scholarly publications;
- two written evaluations from referees; and
- the departmental appraisal (for those registered at Canadian universities).

Application Process

Candidates eligible for both the J.-Armand Bombardier CGS Doctoral Scholarship and the SSHRC Doctoral Fellowship will be considered for both awards. All candidates will be assigned a rank order on the basis of the selection committees’ recommendations. Top-ranked candidates will receive an offer of award. Whether the offer is for a J.-Armand Bombardier CGS scholarship, a SSHRC fellowship or a choice of either will depend upon the candidate’s overall ranking and the relevant eligibility criteria.

1. Ensure that you meet the requirements specified in the Eligibility and Value and Duration sections.
2. Complete and submit only one application form, together with the required attachments. You will find the application instructions inside your application when you begin to create it online.
3. Determine your current registration status from the table below and submit your complete application to the appropriate institution.

<table>
<thead>
<tr>
<th>Registration Status</th>
<th>Where to Submit Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>In fall 2008, you are registered at, or on an approved leave of absence from, a Canadian university with a quota in any level course, or in any other capacity; for example, part-time, full-time, one course only, course not related to the doctoral program, or special student.</td>
<td>The university at which you are currently registered or from which you have taken an approved leave of absence.</td>
</tr>
</tbody>
</table>
Apply for funding - Doctoral Awards

http://www.sshrc.ca/site/apply-demande/program_descriptions-descriptions...

<table>
<thead>
<tr>
<th>In fall 2008, you are registered at a foreign university.*</th>
<th>SSHRC (at address below)</th>
</tr>
</thead>
<tbody>
<tr>
<td>In fall 2008, you are not registered at a university, but intend to undertake doctoral studies.</td>
<td>SSHRC (at address below)</td>
</tr>
</tbody>
</table>

*Students registered concurrently at a Canadian and a foreign university must apply through the Canadian university.

### Competition Process

<table>
<thead>
<tr>
<th>For all applicants registered at a Canadian university</th>
<th>For applicants not registered at a Canadian university</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1: The student submits his or her completed application to the relevant department head on or before the deadline set by the department.</td>
<td>Step 1: On or before November 13, 2008, the applicant submits to SSHRC his or her completed application.</td>
</tr>
<tr>
<td>Step 2: Members of the department appraise and rank all applications, then forward them, in their entirety, to the university’s faculty of graduate studies. We recognize that some universities may have to do a preliminary pre-selection at the department level because of the large number of applications involved.</td>
<td>Step 2: In early January 2009, SSHRC Fellowships program staff forward all eligible applications to one of five multidisciplinary selection committees.</td>
</tr>
<tr>
<td>Step 3: The faculty of graduate studies pre-selection committee evaluates all applications by dividing them into two categories: A-list applications which are recommended and B-list applications, which are not. The faculty of graduate studies informs all applicants of the outcome of their applications.</td>
<td>Step 3: In early February 2009, the multidisciplinary selection committees evaluate all eligible applications, by dividing them into two categories: A-list applications which are recommended and B-List applications which are not. SSHRC informs all applicants of the outcome of their applications.</td>
</tr>
<tr>
<td>Step 4: All A-list applications are entered into the national competition, where they are evaluated by one of five multidisciplinary selection committees. Results will be announced by the end of April 2009. Results are not provided by telephone or e-mail.</td>
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</tbody>
</table>

### Administrative Regulations

All applicants and fellowship holders must comply with the Regulations Governing Fellowship and Scholarship Applications and with the regulations set out in the appropriate award holder’s guide.

SSHRC reserves the right to determine the eligibility of applications based on the information provided in those applications. The Council also reserves the right to interpret the program regulations set out in its published materials.

### More Information

Please address questions about these programs to:

Doctoral Awards Program  
Fellowships and Institutional Grants Division  
SSHRC  
350 Albert Street  
P.O. Box 1610  
Ottawa, ON K1P 6G4  

Tel.: 613-943-7777  
Fax: 613-943-1329  
E-mail: fellowships@sshrc-crsh.gc.ca
**Doctoral Award**

**Identification**

Only the information in the Name section will be made available to selection committee members and external assessors. Citizenship and Statistical and Administrative Information will be used by SSHRC for administrative and statistical purposes only. Filling out the Statistical and Administrative Information section is optional.

**Name**

<table>
<thead>
<tr>
<th>Family name</th>
<th>Given Name</th>
<th>Initials</th>
<th>Title</th>
</tr>
</thead>
</table>

Full name used during previous contact with SSHRC, if different from above.

**Citizenship** - Applicants must indicate their citizenship status.

- [ ] Canadian
- [ ] Permanent resident of Canada since
- [ ] Other (country) [ ] Other (country)

**Statistical and Administrative Information**

<table>
<thead>
<tr>
<th>Birth year</th>
<th>Gender</th>
<th>Correspondence language</th>
<th>Language proficiency</th>
<th>English</th>
<th>Frenc</th>
<th>Spoken</th>
<th>Comprehend orally</th>
<th>English</th>
<th>Frenc</th>
<th>Spoken</th>
<th>Comprehend orally</th>
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</thead>
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</tbody>
</table>

**Contact Information**

The following information will help us contact you more rapidly. Secondary information will not be released by SSHRC without your consent.

- Primary telephone number [ ] Country code [ ] Area code [ ] Number [ ] Extension
- Secondary telephone number [ ] Country code [ ] Area code [ ] Number [ ] Extension

**Current Mailing Address**

The address you provide must be complete and accurate because we will use it to correspond with you.

- Address
- City/Municipality
- Province/State
- Postal/Zip code

**Permanent Canadian Address**

Regardless of your citizenship status (Canadian citizen or permanent resident of Canada), you must provide your permanent address in Canada, even if it is the same as your current mailing address.

- Address
- City/Municipality
- Province/State
- Postal/Zip code

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**Personal Information**

Personal information will be stored in the Personal Information Bank for the appropriate program.

Application WEB: 2008/08/29

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Canada
### Areas of Study

The information provided in this section refers to your research study. Duplicate entries are not permitted.

#### Keywords
List keywords that best describe your proposed research study. Separate keywords with a semicolon.

#### Disciplines
Indicate and rank up to 3 disciplines that best correspond to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Discipline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
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<tr>
<td>2</td>
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<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Geographical Regions
Indicate and rank up to 5 geographical regions covered by or related to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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<tr>
<td>2</td>
<td></td>
<td></td>
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</tbody>
</table>

#### Areas of Research
Indicate and rank up to 5 areas of research related to your research study.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Code</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Temporal Period
Indicate the historical period covered by your research study.

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
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</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

#### Languages
Specify your facility in the language(s) required to carry out your proposed program of study.

<table>
<thead>
<tr>
<th>Read</th>
<th>Write</th>
<th>Speak</th>
<th>Comprehend</th>
</tr>
</thead>
<tbody>
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<td></td>
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</tbody>
</table>

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Letter of Appraisal

Doctoral Award

Note: Also available as a form-fillable PDF file at www.sshrc.ca.

Name of applicant

Telephone

Address

The information you provide is for adjudication purposes only; it is retained in the applicant's file and is protected by the Access to Information Act or by corresponding provincial legislation. Federal legislation permits reviewer comments to be disclosed to the candidate, except for references to other persons and their identities, and except for the name and personal information of the reviewer. Provincial legislation may vary.

I have read [ ] not read [ ] the applicant's program of study.

Comments

I have known the applicant in my capacity as [ ] for [ ] years.

Name of referee (print)

Subject field

Department/Division

Academic rank

Organization

E-mail

Telephone number

Date

Signature

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Application WEB

Canada
Guidelines for Completing the Letter of Appraisal

When writing your comments, bear in mind that applications are reviewed by a multidisciplinary selection committee, some members of which may not be familiar with the field or sub-field in which the candidate proposes to study.

Your Letter of Appraisal should inform the selection committee about the following:

- the candidate's background preparation, originality, judgement, written and oral skills, and skill at research;
- the proposal's theoretical framework, its relation to the field, and its methodology;
- the merits and shortcomings of both the candidate and the program of study;
- the importance to the discipline of the journals in which the candidate has published and/or the candidate's prospects for publication;
- the appropriateness of the institution that will award the degree; and,
- if applicable, the candidate's proficiency in the foreign language(s) necessary to pursue the program of study.

Type your Letter of Appraisal using a 12-point font and do not exceed the space provided. Additional pages will not be submitted to the selection committee.

Once you have completed the Letter of Appraisal, seal the envelope, sign over the seal and return the envelope to the applicant.

Note: If you are the Head of a department and are also completing a Letter of Appraisal on behalf of a candidate, please ensure that another faculty member completes the Departmental Appraisal.

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Canada
Guidelines for completing the Departmental Appraisal

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Type your comments using a 12-point font and do not exceed the space provided. Additional pages will not be submitted to the selection committee.

For the Department Head:

1. Read the application form, the two Letters of Appraisal, official transcripts and any other attachments.
2. Rank master's students and doctoral students separately - among other students at their level. Include any bachelor's-level applicants with the master's-level applicants.
3. In the section “Comments”, discuss the strengths and weaknesses of the applicant's performance, abilities and proposed program of study.
4. In the section “Language training”, comment on whether foreign language training is essential to the applicant's program, and the applicant's proficiency in the language(s).
5. When choosing if the applicant is a regular applicant or a direct-entry applicant, keep in mind the following definitions:
   - **Regular applicant** is defined as a student who enters a doctoral program after obtaining a terminal MA in any discipline. A terminal MA is defined as a stand-alone master's program degree that is not part of a combined MA/PhD program.
   - **Direct-entry applicant** is defined as a student who enters a doctoral program in a combined MA/PhD program directly from an undergraduate degree without having ever completed a terminal MA in any discipline.
6. Forward the following documents to the Faculty of Graduate Studies:
   - Application form
   - Any other documents attached by the applicant
   - Two (2) Letters of Appraisal
   - Departmental Appraisal
   - All university level transcripts
   - Application Checklist

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Doctoral Award

<table>
<thead>
<tr>
<th>Application Checklist</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Completed and signed copy of the application form with all parts identified with your name</td>
<td></td>
</tr>
<tr>
<td>Attachments</td>
<td></td>
</tr>
<tr>
<td>2. Program of Study (2 pages)</td>
<td></td>
</tr>
<tr>
<td>3. Bibliography and Citations - no page limit</td>
<td></td>
</tr>
<tr>
<td>4. Research contributions, if applicable (1 page)</td>
<td></td>
</tr>
<tr>
<td>5. Allowable inclusion (1/2 page)</td>
<td>Describe briefly any special circumstances that may have interrupted or delayed the completion of your current degree or a previous degree. Specify the dates of the delay or interruption.</td>
</tr>
<tr>
<td>6. All undergraduate level transcripts</td>
<td></td>
</tr>
<tr>
<td>7. All graduate level transcripts</td>
<td></td>
</tr>
<tr>
<td>8. Two (2) completed Letters of Appraisal in sealed envelopes</td>
<td></td>
</tr>
<tr>
<td>9. The Departmental Appraisal (applicants registered at a Canadian university)</td>
<td></td>
</tr>
<tr>
<td>10. Application Checklist</td>
<td></td>
</tr>
</tbody>
</table>
Alexander Graham Bell Canada Graduate Scholarships and NSERC Postgraduate Scholarships

As of Budget 2009, the Postgraduate Scholarships (PGS) program will be reducing awards at the master's level to one year to align our program with that of the Canada Graduate Scholarships (CGS) program. No students currently funded will lose their scholarship. Starting with the current 2009 competition, winners of master's level scholarships will receive one-year awards.

Read the complete message from NSERC President, Dr. Suzanne Fortier, and the Honourable James Edwards, Vice-President and Chair of Council, about the Strategic Review and Budget 2009.

<table>
<thead>
<tr>
<th>Program</th>
<th>CGS M Value</th>
<th>PGS M Value</th>
<th>CGS D Value</th>
<th>PGS D Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$17,500 (for one year)</td>
<td>$17,300 (for one year)</td>
<td>$35,000 a year (for two or three years)</td>
<td>$21,000 a year (for two or three years)</td>
</tr>
<tr>
<td>How to Apply</td>
<td>Form 200 Apply on-line</td>
<td>Form 200 Apply on-line</td>
<td>Form 200 Apply on-line</td>
<td>Form 200 Apply on-line</td>
</tr>
<tr>
<td>Application Deadline (through a Canadian university)</td>
<td>Set by university</td>
<td>Set by university</td>
<td>Set by university</td>
<td>Set by university</td>
</tr>
<tr>
<td>Application Deadline (directly to NSERC)</td>
<td>October 15</td>
<td>October 15</td>
<td>October 15</td>
<td>October 15</td>
</tr>
<tr>
<td>Program Contact</td>
<td>View Contact Information</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes:
1. For reasons of brevity, the Alexander Graham Bell Canada Graduate Scholarship will be referred to as "CGS", "CGS M", and "CGS D" in this document.
2. If you are interested in a CGS, apply for a PGS. There is no separate application form (or process) for the CGS program. The highest-ranked PGS applicants will automatically be considered by NSERC for a CGS.
3. Applications must be received at NSERC by the deadline date.

What kind of support do these scholarships provide?
Alexander Graham Bell Canada Graduate Scholarships (CGS) and NSERC Postgraduate Scholarships (PGS) provide financial support to high-calibre scholars who are engaged in master's or doctoral programs in the natural sciences or engineering. The CGS will be offered to the top-ranked applicants at each level (master's and doctoral) and the next tier of meritorious applicants will be offered an NSERC PGS. This support allows these scholars to fully concentrate on their studies and seek out the best research mentors in their chosen fields. NSERC encourages interested and qualified Aboriginal students to apply.

Since total NSERC scholarship support is limited to a maximum of four years full-time equivalence, scholars are encouraged to complete their studies in an expeditious manner.

Are you eligible for scholarship support?
To be considered eligible for support, as of the application deadline date, you must:
- be a Canadian citizen or a permanent resident of Canada;
- hold, or expect to hold (at the time you take up the award), a degree in science or engineering from a university whose standing is recognized by NSERC (if you have a degree in a field other than science or engineering, NSERC may accept your application at its discretion);
intend to pursue, in the following year, full-time graduate studies and research at the master's or doctoral level in an eligible program (see Eligibility Criteria) in one of the areas of the natural sciences and engineering supported by NSERC; and

- have obtained a first-class average (a grade of "A-" ) in each of the last two completed years of study (full-time equivalent).

You are not eligible to receive scholarship support while you are in a qualifying year of study.

NSERC uses the date of degree completion to determine the eligibility of applicants. This is the date on which all the requirements of your degree have been met, including successful defence and submission of the corrected copy of your thesis (in accordance with your university's regulations).

**Note:** You may submit only one application per year to one granting agency (NSERC or CIHR or SSHRC).

**What categories of scholarships are available?**

There are four types of scholarships available through the Alexander Graham Bell Canada Graduate Scholarships and NSERC Postgraduate Scholarships programs: CGS M, PGS M, CGS D and PGS D.

**CGS M and PGS M**

| CGS M Value: $17,500 (for one year) | PGS M Value: $17,300 (for one year) |

These scholarships are for a maximum duration of 12 months.

**To be eligible to apply:**

- you must have completed, as of December 31 of the year of application, between zero and 12 months of studies (full-time equivalent) in the master's program for which you are requesting funding; or

- if you were admitted into a doctoral program directly from your bachelor's program, you must have completed, as of December 31 of the year of application, between zero and 12 months of studies (full-time equivalent) in the doctoral program for which you are requesting funding; or

- you must have completed, as of December 31 of the year of application, no more than 12 months of studies (full-time equivalent) in a master's program, and you are requesting funding for your doctoral program; and

- you must not have previously taken up an NSERC PGS A, PGS M, IPS 1,* or a CGS M for the program of study to which you are currently applying for funding; and

- you must not hold, or have held, a CGS M from either CIHR or SSHRC.

In evaluating your eligibility, NSERC will consider all studies counted towards the graduate degree for which funding is requested, whether completed at the degree-granting institution or not. NSERC will count two sessions of part-time study as one session of full-time study.

**To hold these awards you must:**

- be registered full-time in your master's or doctoral program at an eligible university;

- take up the award in May following the announcement of the results, if you have completed 12 months of studies as of December 31 of the year of application.

**Note:** CGS/PGS M support will not extend beyond the 28th month of your master's program.

**CGS D and PGS D**

| CGS D Value: $35,000 per year | PGS D Value: $21,000 per year |

These programs offer support for 24 months or 36 months.

**Note:** If you entered your doctoral program directly from your bachelor's degree and have completed between four and 12 months of studies in the doctoral program, you may be eligible to apply for a PGS M or for a PGS D. Applying for a PGS M, if you are eligible, will maximize your potential period of funding. You are responsible for choosing the type of award for which you apply.

**To be eligible to apply:**

- you must have completed, as of December 31 of the year of application, up to between zero and 24 months of studies
(full-time equivalent) in the doctoral program for which you are requesting funding; or
- if you were admitted into a doctoral program directly from your bachelor's program, you must have completed, as of December 31 of the year of application, between four and 36 months of studies (full-time equivalent) in the doctoral program for which you are requesting funding;
- you must not have previously taken up an NSERC PGS B, PGS D, CGS D, IPS 2,* or a Vanier CGS for the program of study to which you are currently applying for funding; and
- you must not hold, or have held, a CGS D from either CIHR or SSHRC.

In the evaluation of your eligibility, NSERC will consider all studies counted towards the graduate degree for which funding is requested, whether completed at the degree-granting institution or not. NSERC will count two sessions of part-time study as one session of full-time study.

If you registered in a master's degree and subsequently transferred to a doctoral degree, the months in the doctoral degree will be calculated starting from the first academic session in which you were officially registered in your Ph.D. program.

**You will be eligible for only a two-year CGS/PGS D, if:**
- you previously held a two-year PGS A or IPS 1*;
- you previously held a one-year CGS M or PGS M plus a PGS M Extension; or
- you have completed more than the full-time equivalent of 12 months of your doctoral program (24 months if you were admitted to the doctoral program directly from your bachelor's program) as of December 31 of the year that you apply for the CGS/PGS D.

**To hold these awards, you must:**
- be registered full-time in a doctoral program at an eligible university;
- take up the award in May following the announcement of the results if, as of December 31 of the year of application, you completed 24 months of studies in the program for which support was requested (36 months if you were admitted to the doctoral program directly from your bachelor's program); and
- CGS/PGS D support will not extend beyond the 52nd month of your doctoral program (64th month if you were admitted to the doctoral program directly from your bachelor's program).

**Maximum total duration of scholarship support**

Scholarship support for graduate studies through NSERC is limited to a lifetime maximum of four years full-time equivalent. NSERC will include any CGS graduate-level support offered by SSHRC and CIHR, and taken up, in the calculation of available support.

This may include up to 24 months of support, per eligible natural sciences and engineering (NSE) degree program, through any combination of:
- IPS 1* for up to 24 months;
- CGS M for up to 12 months;
- PGS M for up to 12 months;
- PGS A for up to 24 months; and
- PGS M Extension for up to 12 months;

and up to 36 months of support through any combination of:
- IPS 2* for up to 36 months;
- CGS D for up to 36 months;
- PGS D for up to 36 months; and
- PGS B for up to 24 months.

Any time completed in graduate studies in overlapping fields (as explained in the Eligibility Criteria), while being supported by either SSHRC or CIHR, will be counted in determining eligibility at the time you submit your NSERC application.

* IPS includes all NSERC industrial postgraduate scholarship programs.

**Can you hold your CGS/PGS award part-time?**

CGS and NSERC PGS are also available to those who are restricted to part-time studies for reasons of disability or family responsibility.
For eligible part-time students, the stipend will be the equivalent of a full-time award spread over a longer period of time. All other CGS/PGS regulations will apply.

Where can you hold your scholarship?
Alexander Graham Bell Canada Graduate Scholarships
Without exception, these awards are tenable only at eligible Canadian universities.

NSERC Postgraduate Scholarships
You may take up your PGS M or PGS D at any eligible Canadian university. You may also take it up at any eligible foreign university, provided you have received a previous degree in the natural sciences or engineering from a Canadian university.

How do you apply for a scholarship?
To apply for these scholarships, you must complete Form 200, Application for an NSERC Scholarship or Fellowship. Read the instructions on how to complete Form 200.

There is a single application and selection process for the CGS and the NSERC PGS. The top-ranked applicants at each level, master's and doctoral, will be offered a CGS, and the next tier of meritorious applicants will be offered an NSERC PGS.

How you apply depends on your status at the application deadline date and/or your registration status in the year of application. You must apply either through a Canadian university or directly to NSERC.

The table below presents various possibilities and explains where to submit your application. The table does not display all the possibilities. If you are unsure about how you should apply, contact NSERC (schol@nserc-crsng.gc.ca).

Note: If you applied directly to NSERC when you were required to apply through a Canadian university, your application will be deemed ineligible and rejected.

<table>
<thead>
<tr>
<th>Registration Status at Time of Application</th>
<th>Where to Submit Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>You are currently registered at (or were registered at during the year of application), or are on an approved leave of absence from, a Canadian university in a degree program.</td>
<td>The Canadian university at which you are currently or were registered, or from which you have taken an approved leave of absence</td>
</tr>
<tr>
<td>You are currently registered at a foreign university.</td>
<td>Directly to NSERC</td>
</tr>
<tr>
<td>You are not currently registered at a university, or are registered but not in a degree program, and you graduated from a degree program from a Canadian university during the year of application (January to December 2009).</td>
<td>The Canadian university from which you graduated in the last 12 months</td>
</tr>
<tr>
<td>You are not currently registered at a university, or are registered, but not in a degree program, and you graduated from a degree program prior to January 2009.</td>
<td>Directly to NSERC</td>
</tr>
</tbody>
</table>

Application Deadlines
There are different application deadlines to keep in mind.

University Deadlines
If you are applying through your university, there is an internal deadline that your department sets for receiving applications. It would be the earliest of the deadlines, since the department will review applications before passing them along.

If you are applying through your university, the next deadline is the date when the university Faculty (School) of Graduate Studies must receive your application. The university will review all applications received from the departments, rank them, and then send recommended applications to NSERC. The university is responsible for notifying you if your application is not forwarded to NSERC. For more information about departmental and university application deadlines, contact your current or former department, or the Faculty (School) of Graduate Studies.

NSERC Deadlines
- NSERC must receive all applications from Canadian universities by November 25 of each year.
- If you are applying directly to NSERC, your application must be received at NSERC by October 15.
Late applications will be rejected. Incomplete applications may be rejected or at a disadvantage in the selection process.

**Review Procedures**

**University Review**

The NSERC scholarship liaison officer at each Canadian university is responsible for coordinating the university review of CGS and NSERC PGS applications. The university review committee ranks each master's and doctoral scholarship application within one of the following ten broad discipline categories:

- Engineering A
- Engineering B
- Electrical engineering and computing sciences
- Mathematical sciences
- Physics and astronomy
- Chemistry
- Earth sciences and ecology
- Cellular and molecular biology
- Life sciences A
- Life sciences B

The university then submits to NSERC lists of the ranked applicants it recommends for a scholarship. Each university is assigned an overall quota of scholarship applications that it may forward to NSERC. It is up to each university to decide how it will distribute the quota (i) between master's and doctoral scholarship applicants; and (ii) among the ten categories listed above.

**NSERC Review**

NSERC scholarships and fellowships selection committees review all applications they receive (whether sent directly to NSERC or through the university review process). The committees recommend scholarships for the applicants they consider to have the best qualifications, according to the selection criteria described in the following section and within the limit of available awards.

**Selection Criteria**

CGS/PGS applicants are evaluated and selected according to the criteria in the following categories:

- **Academic excellence**
  - Academic record
  - Scholarships and awards held
  - Duration of previous studies

- **Research ability or potential**
  - Quality of contributions to research and development
  - Relevance of work experience and academic training to field of proposed research
  - Significance, feasibility, and merit of proposed research, and justification for location of tenure
  - Ability to think critically
  - Ability to apply skills and knowledge
  - Judgment
  - Originality
  - Initiative and autonomy
  - Enthusiasm for research
  - Determination and ability to complete projects within an appropriate period of time

- **Communication, interpersonal and leadership abilities**
  - The ability or potential to communicate scientific concepts clearly and logically in written and oral formats. For example, this could include:
    - quality of the application's presentation;
    - participation in preparing publications; and
    - awards for oral presentations or papers.
  - Professional and relevant extracurricular interactions and collaborations. For example, this could include:
    - mentoring;
    - teaching;
supervisory experience;  
project management;  
chairing committees;  
organizing conferences and meetings; and   
elected positions held.

<table>
<thead>
<tr>
<th>Selection Criteria Weightings</th>
<th>CGS/PGS M (percent)</th>
<th>CGS/PGS D (percent)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic excellence</td>
<td>50</td>
<td>30</td>
</tr>
<tr>
<td>Research ability or potential</td>
<td>30</td>
<td>50</td>
</tr>
<tr>
<td>Communication, interpersonal and leadership abilities</td>
<td>20</td>
<td>20</td>
</tr>
</tbody>
</table>

Julie Payette-NSERC Research Scholarships

Julie Payette-NSERC Research Scholarships are the most prestigious Postgraduate Scholarships offered to 24 of the top-ranked CGS/PGS M candidates. Winners must not only display a first-class academic average, but should also demonstrate outstanding research ability and potential, excellent leadership skills and a broad range of outside interests. These awards are selected during the course of the regular Scholarships and Fellowships competition and are distributed proportionally to the number of applicants reviewed by the ten discipline-based committees.

NSERC André Hamer Postgraduate Prizes

The NSERC André Hamer Postgraduate Prize M is offered to the most outstanding CGS recipient at the master’s level. The prize is presented to the awardee in addition to their existing CGS M, and the recipient is selected from the pool of the top CGS M applicants who intend on conducting their research at a Canadian university.

The NSERC André Hamer Postgraduate Prize D is offered to the most outstanding Canadian or permanent resident Vanier CGS recipient who has applied through NSERC. The prize is presented to the awardee, in addition to their existing Vanier CGS.

Notification of Decision

NSERC notifies applicants whose applications were submitted to NSERC of the results by mail by March 31. NSERC will not provide results by telephone or e-mail. If you move after submitting your application, please inform NSERC by sending an e-mail to schol@nserc-crsng.gc.ca no later than March 1. You can also get the results from the Faculty (School) of Graduate Studies at your university.

NSERC will publish the names (and other basic award information) of scholarship recipients on its Web site. For more information, refer to the Access to Information Act and the Privacy Act.

Conditions of the Award

Please refer to the appropriate Award Holder’s Guide for regulations about holding the award, such as the acceptance, start date, deferment, paid parental leave, holding the award on a part-time basis, etc.
Application for an NSERC Scholarship or Fellowship

How to Complete Form 200

Important: Form 200 cannot be submitted electronically.

Who should use this form?

Use this form if you are applying for:

- Postgraduate Scholarships - PGS M and PGS D;
- Industrial Postgraduate Scholarships - IPS 1 and IPS 2;
- NSERC/MITACS Scholarships – Follow the instructions for IPS;
- Postdoctoral Fellowships (PDF);
- Industrial R&D Fellowships (IRDF);
- Visiting Fellowships in Canadian Government Laboratories (VF);
- Northern Research Internships (NRINT).

If you are interested in an Alexander Graham Bell Canada Graduate Scholarship (CGS), apply for a PGS. There is no separate application form or process for the CGS program. The highest-ranked PGS applicants will automatically be considered by NSERC for a CGS.

Note: If you would like to apply for an Undergraduate Student Research Award, use Form 202.

Whom should I contact if I need help?

If you have questions regarding:

- the program to which you are applying (e.g., content of the application, program deadlines, eligibility, etc.), contact the staff responsible for the program;
- the On-line System, send an e-mail to webapp@nserc-crsng.gc.ca or call 613-995-4273.

Provide your e-mail address and your telephone number.

What should I do first?

Read and/or print the following documents:

- Read Me First;
- Program Guide for Students and Fellows;
- Frequently Asked Questions on how to use the On-line System; and
- Visiting Fellowships in Canadian Government Laboratories guide.

Note:

See the relevant guide for information about eligibility criteria, selection criteria, and application deadlines.

For information about the eligible fields of research, see Eligibility Criteria.

If you are applying for more than one type of support, complete a separate application for each.

Universities' internal deadlines are earlier than NSERC’s. If you are contacting former institutions to obtain transcripts and Appendices 1 and 2 (reports and evaluations), please remember that it may take time for them to provide you with the information you need for your application. It is advisable to plan ahead. Make sure you allow enough time before the application deadline.

Late applications will be rejected. Incomplete applications may be rejected, or at a disadvantage, in the selection process.

What does my signature on the application mean?

For research involving controlled information, your signature certifies that:

- the application does not contain any information subject to restrictions or controls under the Export and Import Permits Act or its regulations, including the Export Control List;
- the application does not contain any information subject to restrictions or controls under the Canadian Controlled Goods Program in accordance with the Defence Production Act or the Controlled Goods Regulations; and
- subsequent documentation related to the application or required by NSERC, including progress and final reports, will not include information subject to restrictions or controls under the Export and Import Permits Act or its regulations, the Export Control Regulations or the Controlled Goods Regulations.

Note: In addition to the above, your signature certifies that you meet other specific requirements.

- You accept the terms and conditions of the award as set out in NSERC’s Policies and Guidelines;
- You understand the Access to Information Act and the Privacy Act as they pertain to the application information;
You agree to comply with the Tri-Council Policy Statement: Integrity in Research and Scholarship;
You agree to comply with the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans, as well as the Policies and Guidelines regarding animal care and biohazards;
You will acknowledge, wherever possible, NSERC's funding assistance for your research;
You certify that the information provided in your application is true, complete, accurate and consistent with institutional policies to the best of your knowledge. The provision of false or inaccurate information may result in sanctions, including termination of funding and disentitlement from future funding; and
You acknowledge and accept that NSERC reserves the right to follow-up in order to validate the applicant information that is provided in the applications.

In addition, if you are a current or former (in the last 12 months) public-office holder or public servant in the federal government, you also certify that you respect and comply with the Values and Ethics Code for the Public Service.

How to complete Form 200
On each Web page you will find instructions and tips on how to complete your application. The sections you are required to fill out for the type of award for which you are applying appear on the left side of the Web page. Some of the sections deal with "free form" responses and can be appended electronically to the application. Use your word processor to complete them. Provide all requested information according to the format standards below.

General Presentation
You must prepare your application and supporting materials using these format standards:
- Print must be in black ink, and be of letter quality (minimum standard).
- Text must be single-spaced, with no more than six lines per inch.
- The accepted font is Times New Roman regular 12 pts, or any comparable font – nothing smaller.
- Condensed type is not acceptable.

Note: The electronic form is automatically formatted to meet these standards and the type size cannot be changed.

Free form sections (attachments):
- Use white paper 8 1/2 x 11 inches (21.5 cm x 28 cm).
- Set margins at 3/4 of an inch (1.9 cm) (minimum) all around.
- Use standard page layout. Left-justified.
- Enter your name (and PIN, if known) at the top of every page.
- Print on one side of the paper only.
- For multi-page attachments, number the pages sequentially.
- The maximum number of pages allowed is indicated in the appropriate section. Pages in excess of the number permitted will be removed. Do not refer readers to Web sites for additional information.

If you have supporting documents written in a language other than English or French, you are required to provide NSERC with a certified translation of the document.

Note:
If your application does not conform to these standards, NSERC may reject it or it may be at a disadvantage in the selection process.

Reference number
Once you complete Form 200 on-line a reference number will be provided. This reference number must be forwarded to the people you have asked to complete Appendix 1, if they plan to complete Appendix 1 using the on-line system. The number generated by the on-line process is not a PIN number.

APPLICATION PROFILE
Title of proposal
The title will be used for publication purposes. It should describe the subject of the research for which you are seeking support. It should not contain a company or trade name. Spell out scientific symbols and acronyms.

Proposed starting date of award
Indicate the date on which you plan to take up the award if your application is successful.

PERSON PROFILE
Personal Identification Number (PIN)
All NSERC applicants have received, or will receive, an NSERC PIN. Refer to your PIN each time you apply for an award and in future correspondence with NSERC. If you have not previously applied to NSERC, or if you cannot remember your PIN, leave the field blank.

NSERC asks applicants to provide data on their gender and linguistic capability on a purely voluntary basis. This data is not seen or used in NSERC peer review processes. It is used for statistical purposes, and may be used to identify prospective NSERC peer reviewers.

Applicants to some NSERC programs are invited to indicate, on a voluntary basis, whether they are disabled, or belong to a visible...
minority group. This data is only used by NSERC for statistical purposes.

Applicants to most NSERC scholarship and fellowship programs are invited to indicate, on a voluntary basis, whether they are Aboriginal. Although this data is not seen by NSERC award selection committees, it may be used by NSERC to identify and give awards to Aboriginal applicants whose applications were judged to be meritorious, but which could not be initially recommended because of budget limitations.

ADDRESSES
If your current mailing address is temporary, please indicate the leaving date. If there is no leaving date indicated, this is the address to which NSERC will send all correspondence. If you move after submitting your application, please inform NSERC by sending an e-mail to schol@nserc-crsng.gc.ca no later than March 1.

ACADEMIC BACKGROUND
Include only current and past programs. If you are currently enrolled in a fall program in the year of application, it must be included here. Do not include programs that you have not yet started. For degree programs you have completed, provide the date on which all requirements of the degree were met (not the convocation date). This includes your thesis defence, corrections, and deposition of thesis.

If you began a master's degree and transferred to a doctoral degree without completing the master's, indicate this by selecting the radio button. For your doctorate, the start date will be the date on which you were first officially registered in a Ph.D. program.

If you have more than one bachelor's, master's or doctoral degree, indicate the natural sciences and engineering degree in the area of research for which you are applying for funding in the appropriate Type of degree section, specifying "Bachelor's," "Master's" or "Doctorate," and indicate the other degree in the Other degree section.

ACADEMIC, RESEARCH AND OTHER RELEVANT WORK EXPERIENCE
Indicate if you gained the experience during the course of a program of study.

AWARDS
Scholarships, fellowships, and other awards offered
List only competitive awards based on academic or research excellence and/or leadership or communication abilities. Include NSERC awards and declined awards. You may list up to 10 awards, starting with the most recent.

PROPOSED LOCATION(S) OF TENURE
PGS applicants
Specify a maximum of three proposed locations of tenure. You may take up your PGS M or PGS D at any eligible Canadian university. You may also take it up at any eligible foreign university, provided you have received a previous degree in the natural sciences or engineering from a Canadian university.

PDF applicants
Specify a maximum of three proposed locations of tenure. If your PhD was granted by an institution outside Canada, only locations of tenure within Canada will be considered.

IPS applicants
Specify the university and the proposed collaborating organization(s).

IRDF nominees
If you would like to be considered by more than one organization, you must submit a separate application for each one.

VF applicants
Specify a maximum of three government departments or agencies, in order of preference. You should identify a proposed supervisor only if you have made contact with that person.

NRINT
Specify the Canadian northern organization that will host your internship.

JUSTIFICATION FOR LOCATION OF TENURE
Provide a detailed rationale for your choice(s) for location of tenure (to a maximum of one page in length).

PGS applicants; IPS and IRDF nominees:
Do not complete this section.

PDF applicants
• All PDF applicants must complete this section;
• NSERC policy states that awards may not be held at the Ph.D. granting institution – including affiliated hospitals, research centres and other laboratories. In exceptional circumstances a request to hold the award at the institution granting the Ph.D. will be considered. In this case, a different department and supervisor must be proposed. Your request must include:
VF applicants

Address the suitability of your educational qualifications and research experience as they relate to the mandate and research interests of the government laboratory (or laboratories) proposed as location(s) of tenure. If you have received a letter indicating interest in your candidacy from the proposed location(s) of tenure, you should attach a copy to the application.

NRINT

Describe the location and environment in which you will be conducting research and staying as an intern. Explain how you intend to establish contacts and foster communication with northern communities (e.g., disseminate research findings in a manner accessible to the community). Provide details of the planned interaction with the partner and how it will benefit them.

THESES COMPLETED OR IN PROGRESS

Do not complete this section if you are applying for a PGS M, IPS 1, or Northern Research Internship.

For completed degrees, indicate the date by which you completed all degree requirements (not the convocation date). This includes your thesis defence, corrections, and deposition of thesis. In plain language, provide the full title and summary of your most recent thesis completed or in progress.

If you are applying for a postdoctoral award, describe your doctoral thesis in this section.

If you are applying for a doctoral award, describe your master’s thesis in this section. If you did not complete a master’s thesis, describe your honours thesis in this section. If you completed neither a master’s nor an honours thesis, you may describe one of your major research projects or papers in this section, or you may describe the work done to date on your doctoral degree. Do not repeat the information provided in the outline of proposed research.

KEYWORDS / RESEARCH SUBJECT CODE

Proposed Research Subject Code

Choose the primary research subject code that most closely corresponds to your proposed research. Consult the List of Research Subject Codes for Scholarships and Fellowships.

To further identify your area of research, you have the option of selecting a secondary research subject code that most closely corresponds to your proposed research. Consult the Research Subject Codes.

Note: The primary and secondary codes must be selected from different lists.

VF applicants

Choose the code that best describes your area of expertise.

OUTLINE OF PROPOSED RESEARCH

Free Form Section (Attachment): Provide the requested information according to the guidelines and format standards outlined in the General Presentation section. Ensure that the attachment is limited to one page, unless otherwise specified in the program details below.

Applicants must complete this section themselves. For information about the eligible fields of research, see the NSERC Program Guide for Students and Fellows, specifically the Eligibility Criteria. In addition:

- Write in plain language. Your outline should be readable by someone with a background in the discipline but with no specialized knowledge of the particular field of research. You should not repeat the information found in the "Theses completed or in progress" section, but may refer to it.
- Provide a detailed description of your proposed research project for the period during which you are to hold the award. Be as specific as possible. State the objectives and outline the experimental or theoretical approach to be taken (citing literature pertinent to the proposal), and the methods and procedures to be used. State the significance of the proposed research to a field or fields in the natural sciences and engineering.
- NSERC expects applicants to write their own research project independently, and that ideas and/or text belonging to others are properly referenced.
- Include all relevant information in the outline. Do not refer members to URLs or other publications for supplemental information.
- If the proposed research is a continuation of your thesis, clearly state the differences between work done for your thesis and the research activities outlined in this proposal.

PGS M applicants

If you have not yet decided on a specific project, you must still provide a detailed description, as above, of a research project that interests you. You are not bound by this project. You may change your research direction or activities during the course of the award. Certain restrictions apply. (See the Award Holder’s Guide.)

IPS applicants

Explain how your project will benefit from the proposed interaction with the sponsoring organization. This explanation may include a description of the organization's facilities, location, research staff, etc to which you will have access (an additional half-page is allowed).

Using the template as a model, show how you plan to spend at least 50 days per year (20 per cent) at the sponsoring organization. For
example, you may decide to spend approximately one day per week, one week per month, or two-and-one-half months each year at the sponsoring organization. Interaction with the organization may include field work, or time spent with an alternate industrial partner.

Foreign students must work with organizations that have offices or other facilities in Canada. As well, they must remain in Canada while spending the required 20 per cent time at the hosting organization.

**IRDF nominees and VF applicants**
You do not have to submit an outline of the proposed research.

**CONTRIBUTIONS AND STATEMENTS**

**Free Form Section (Attachment):** Provide the requested information according to the guidelines and format standards outlined in the General Presentation section.

Given the page limits, be selective and summarize information where appropriate. You must provide information in the three sections listed below. The maximum number of pages that you are permitted to use in total, for all three sections, is:

- PGS M - one page*;
- IPS and PGS D - two pages;
- IRDF, PDF and VF - four pages; and
- NPRINT - three pages.

* PGS M applicants may append an additional third of a page to describe special circumstances, if applicable.

**Additional pages will be removed.** Provide the required information using the specified headings below in the order indicated.

**Part I**

**Contributions to research and development**
Begin with your most recent contributions and list each entry on a new line. Do not include any articles that are currently in preparation or those on which you do not appear as an author. Use the following headings in the order indicated:

- a. Articles published or accepted in refereed journals;
- b. Articles submitted to refereed journals (provide submission number);
- c. Other refereed contributions (e.g., communications, papers in refereed conference proceedings, posters, etc.). Do not repeatedly list the same proceeding from multiple conferences, proceedings for future conferences, or your thesis here.
- d. Non-refereed contributions (e.g., specialized publications, technical reports, conference presentations, posters, etc.);
- e. Technology transfer;
- f. Contributions resulting from your participation in industrially relevant R&D activities;
- g. Patents and copyrights awarded (e.g., software, but excluding publications); and
- h. Patents and copyrights submitted.

Use the following format:

- the full authorship as it appears/will appear in the original publication (with the applicant's name in bold);
- year;
- title;
- publication name and volume; and
- the first and last page numbers.

**Example**

1. Contributions to research and development
   a. Articles published or accepted in refereed journals


**Note:**

- Publications submitted, accepted or in press: indicate the date of submission/acceptance and the number of pages submitted.
- Patents: include the title and names of joint inventors.
- Posters: Indicate the presenting author with an asterisk (*). Example: Applicant, X.X.*.
- Conferences: indicate whether institutional, regional, provincial, national, or international.
- In all cases, indicate whether the publication resulted from work done in the process of completing your undergraduate, master’s, or doctoral degree, or from other relevant work experience.
- Many contributions to industry or other end-users take the form of technical or internal reports, some of which may be confidential to protect proprietary information, or may be subject to patent or copyright protection. If your record includes contributions of this kind, a letter from a university or company researcher involved with technology transfer should accompany your application, and this letter should attest to the nature and significance of the contribution in as specific terms as possible.
- Updates to your publication record will not be accepted after NSERC’s application deadline date.

**Part II**
Most significant contributions to research and development
Do not complete this section if you are applying for a PGS M or an IPS 1.

From the contributions listed in Part I, choose up to three that you judge to be your most significant contributions to research and development. Comment on the importance of these contributions to the research area.

For each contribution:
- describe your role in the research. Clarify your contribution to collaborative research and to the actual writing of joint publications;
- discuss the reasons for publishing in certain journals (e.g., target audiences, review procedures);
- provide details, as appropriate, on the significance of technical reports and original research reported in books or technical reports;
- indicate any collaboration with other researchers; and
- discuss the relevance of your work to engineering practice or industrial processes if appropriate.

Part III
Applicant's statement
In this section, group your comments under the following headings:

a. Research experience

Describe the scientific or engineering abilities that you have gained through your past research experience, including special projects, honours thesis and co-op reports. If you have relevant work experience, discuss the relevance of that experience to your proposed field of study/research and any benefits you gained from it. **Do not repeat any information you provided in Part II.**

b. Relevant activities

Describe your professional and extracurricular activities that most demonstrate your communication, interpersonal, and leadership skills.

Examples of these include:
- oral presentations;
- mentoring;
- teaching;
- project management;
- chairing committees;
- organizing conferences or meetings;
- supervisory experience; and/or
- elected positions held and volunteer work.

c. Special circumstances (PGS M applicants may attach an additional one third of a page)

In this section, describe any special considerations that have had an effect on your performance or productivity. Include any considerations that may have resulted in delays in disseminating your research results, such as health problems, family responsibilities, disabilities, or other circumstances (e.g., the time necessary to complete a monograph, file a patent, or commercialize an industrial process or product). Explain any gaps in the chronology of your experience. The selection committee will take these circumstances into consideration when evaluating your application. If your supervisor is unable to provide you with a reference letter, you may use this section to provide an explanation.

TRANSCRIPTS

Indicate the level of studies (i.e. bachelor's, master's, Ph.D.) and the name of the institution issuing the transcripts.

The official transcripts must be submitted to NSERC either with your application (if your application is being submitted by a third party) or under separate cover by mail (if your application is being submitted directly to NSERC).

**PGS, IPS and bachelor's/master's/donorl level NRINT applicants**

Official and up-to-date academic transcripts of all undergraduate and graduate studies are required.

**Extra Documentation needed in IPS applications for Foreign students**

As for all NSERC's scholarships, applications to the IPS program for foreign students must include certified translations of transcripts that were not issued in either English or French. Universities must also document their assessment of the foreign qualifications on which the student's admission to the program of graduate studies was based.

**Postdoctoral level NRINT applicants**

Official and up-to-date academic transcripts of all graduate studies are required.

**PDF applicants**

Official and up-to-date academic transcripts of doctoral studies are required.
SUPPORT LETTER(S)

PDF applicants
If you are requesting an exception to hold the award at the Ph.D. granting institution, you must include letters supporting the request from the head of the department and the proposed supervisor.

VF applicants
If you have received a letter indicating interest in your candidacy from the proposed location(s) of tenure, you should attach a copy to the application.

If your Ph.D. is not yet complete, attach a letter from department head stating the expected date of completion.

NRINT
To be considered for an internship, you must submit:

- a letter from your supervisor stating that your internship is related to a Northern research program and confirming the support from the supervisor or university. For postdoctoral fellows, the letter should include confirmation that you are involved full-time in research; and
- a letter from the Northern partner co-supervisor providing information on the organization, a confirmation of financial or in-kind support, and a description of the benefit(s) the organization will get from hosting an intern.

APPENDICES 1, 2 and 3:
INFORMATION FOR APPLICANTS

Appendix 1 - Report on the Applicant
Not required for IPS or NRINT applications.

Each application submitted to NSERC must be accompanied by two original reviews (provided in Appendix 1).

The reports must be completed by persons capable of making an informed assessment.

- One report should be from a person very familiar with your research and other abilities, e.g. current academic research supervisor or industrial supervisor (in the case of co-op students); previous academic research, industrial or USRA supervisor.
- The second report should be from a person sufficiently familiar with your research and other abilities to provide a meaningful commentary.

Appendix 1 cannot be completed by a proposed supervisor unless that person is, or has been, your supervisor.

What you should do:
Provide your reference number (assigned once you have completed the on-line application) or a photocopy of your completed application to each of the reviewers. Provide the reviewers with the instructions and the original of Appendix 1 if they are not using the on-line system.

Specify a date that the Appendix must be returned.

Allow sufficient time to enable each reviewer to complete, print and return the report (see instructions for the appendix). Remember to include pre-addressed return envelopes.

If the reviewer returns the completed Appendix 1 directly to you in a sealed envelope, forward it unopened as indicated below:

- PGS applicants - to the university through which you are applying (or to NSERC if applying directly);
- IRDF nominees - to NSERC or the nominating organization;
- VF and PDF applicants - to NSERC; and

Appendix 2 - University Evaluation
This evaluation form is for anyone applying for a PGS through their university.

The evaluation must be completed by a representative of the university's Faculty (School) of Graduate Studies.

Remember that your current department, or former department if you are not currently attending university, may set an earlier internal deadline, since it will review applications before sending them to the Faculty (School) of Graduate Studies.

The same person may not complete Appendices 1 and 2. In addition, your proposed supervisor must not complete Appendix 2.

Appendix 3 - Consent Form and Statistical Information
Part 1 - PDF applicants
If you wish to be considered for other types of scholarships, fellowships and supplements offered by Canadian government laboratories, industrial organizations or associations, as described in the NSERC Program Guide for Students and Fellows, you must complete and sign this form.
Part 2
On a voluntary basis only: Indicate your gender, designated group and language capability.

How to submit your application

When you submit your application, include up-to-date, official academic transcripts and supporting documentation, including the appropriate appendices.

In order to facilitate the process of assembling all the required documentation and appendices, the on-line system is equipped with a checklist. For each of the programs, use the appropriate checklist to make sure that your application is complete.

PGS

- Form 200
- Outline of proposed research
- Contributions and statements
- All official and up-to-date academic transcripts (undergraduate and graduate)
- Appendix 1, Report on the Applicant, in a sealed envelope (two required)
- Appendix 2, University Evaluation (if applicable)
- Signed cover page
- Appendix 3 (optional)

Number of copies: 1

If you are applying through your university, submit your application to the head of the department.

IPS

- Form 200
- Outline of proposed research
- Contributions and statements
- Official and up-to-date academic transcripts (undergraduate and graduate)
- Names of the faculty supervisor and the organization co-supervisor
- Information on the sponsoring organization
- Description of the research facilities to which the student will have access and the plan to spend at least 50 days per year at the organization
- Certification by the Dean of Graduate Studies of your admission to the proposed degree program
- Agreement signed by the university, organization, student, and university supervisor

The following additional information is required when submitting an application for an NSERC/MITACS Scholarship:

- MITACS Memorandum;
- Appropriate Appendix A that must be signed by all academic partners after he/she has read the MITACS Network Agreement;
- Minimum one page (plus references) free-form description of the mathematical tools and techniques to be utilized by the student during the research (MS Word/Adobe PDF format); and
- MITACS Questionnaire.

Number of copies:

Application Checklist

Submit your application directly to the university's Graduate Studies Office.

PDF

- Form 200
- Outline of proposed research
- Contributions and statements
- Support letters for location of tenure (if applicable)
- Official and up-to-date academic transcripts (doctoral)
- Appendix 1, Report on the Applicant, in a sealed envelope (two required)
- Signed cover page
- Signed Appendix 3 (if applicable)

Number of copies: 1

Note: Transcripts are used only to verify your eligibility to apply; they are not sent to the reviewers.

Applicants are responsible for ensuring the application is complete.
Submit your complete application directly to NSERC.

**IRDF**

- Form 200
- Contributions and statements
- Proof of completion of Ph.D. (if completed at time of nomination)
- Appendix 1, Report on the Applicant, in a sealed envelope (two required)
- Letter from collaborating organization (if applicable)

Number of copies: 1

Submit the application to the nominating organization which will then forward it to NSERC along with Form 183C.

**VF**

- Form 200
- Contributions and statements
- Copy of Diploma (if Ph.D. not completed, letter from department head stating the expected date of completion)
- Appendix 1, Report on the Applicant, in a sealed envelope (two required)

Number of copies: 1

Submit your application directly to NSERC

**NRINT**

- Form 200
- Outline of proposed research
- Contributions and statements
- Official academic transcripts (undergraduate and graduate)
- Names of the faculty supervisor and the Canadian northern organization co-supervisor
- Support letters (supervisor, northern partner co-supervisor)
- Statement signed by the accountable university representative, the partner co-supervisor, the student or postdoctoral fellow, and the university supervisor

Number of copies: 1

Applicants are responsible for ensuring the application is complete.

Submit your complete application directly to NSERC.

**Applications submitted directly to NSERC**

If you are a PGS applicant and you are applying directly to NSERC, or if you are a PDF, NRINT or VF applicant, you are responsible for making sure the application documentation (including the required appendices) is completed and that a paper copy is submitted to NSERC by the appropriate program deadline.

If you submit your application **directly** to NSERC, NSERC will acknowledge receipt of your application. However, applications submitted **indirectly** - through a university or industrial organization - will not be acknowledged to individual applicants.

**Mailing address**

Scholarships and Fellowships Division

NSERC

350 Albert Street

Ottawa, ON K1A 1H5

Canada

Date Modified: 2009-05-13
**Application for an NSERC Scholarship or Fellowship**

**COVER PAGE**

**Type of Award**

<table>
<thead>
<tr>
<th>Reference No.</th>
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**Family name of applicant**

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<th>Full name</th>
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<tr>
<th>Initial(s) of all given names</th>
<th>Personal identification no. (PIN)</th>
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**Addresses**: Changes to any of the information below must be sent to:info@nserc.ca.

<table>
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<tr>
<th>Current address</th>
<th>Permanent mailing address (if different than current address)</th>
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<tr>
<th>Telephone number</th>
<th>Facsimile number</th>
<th>E-mail address. NSERC will use this information as the initial point of contact.</th>
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**Citizenship**

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<tr>
<th>Canadian citizen</th>
<th>Permanent resident of Canada</th>
<th>Other</th>
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Indicate date of landing as stated on official immigration document: Indicate country of citizenship:

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<tr>
<th>Degree</th>
<th>Name of discipline</th>
<th>Department, institution and country</th>
<th>Month and year started</th>
<th>Month and year awarded/expected</th>
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**Language of Correspondence**

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<th>English</th>
<th>French</th>
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**Signature (refer to the instructions under the heading, 'What does my signature on the application mean?')**

I hereby agree that any award made to me as a result of this application will be subject to the general conditions governing scholarships and fellowships. These conditions are outlined on this Web site in the NSERC Program Guide for Students and Fellows, and in the NSERC Government Laboratories guide.

Applicant's signature

---

Form 200 (2003), Cover page

Personal information collected on this form and appendices will be stored in the Personal Information Bank for the appropriate program.

Version française disponible

PROTECTED WHEN COMPLETED
Indicate the number of months of full-time studies you have completed, as of December 31 of the year of application, in the program for which you are requesting funding.

Indicate if you are attending university at the time of application:
- [ ] Attending full time
- [ ] Attending part time
- [ ] Not attending

If you are offered an award, do you plan to take it up at a foreign university?
- [ ] Yes
- [ ] No

If you answered yes to the previous question, do you still want to be considered for an Alexander Graham Bell Canada Graduate Scholarship and an Andrée Hanar Postgraduate Prize, both of which are taxable only in Canada?
- [ ] Yes
- [ ] No

Section to be completed by PGS, Vanier CDS, IFS and Mitacs applicants only:
Indicate the total number of months of graduate studies (master's and doctoral) you have completed as of December 31 of the year of application in the natural sciences and engineering.

Section to be completed by PGS applicants only:
Indicate if you are attending university at the time of application:
- [ ] Attending full time
- [ ] Attending part time
- [ ] Not attending

If you answered yes to the previous question, do you still want to be considered for an Alexander Graham Bell Canada Graduate Scholarship and an Andrée Hanar Postgraduate Prize, both of which are taxable only in Canada?
- [ ] Yes
- [ ] No
FORM 200
Scholarships and Other Awards Offered

<table>
<thead>
<tr>
<th>Name of Award</th>
<th>Value (CDNS)</th>
<th>Level</th>
<th>Type</th>
<th>Location of tenure</th>
<th>Period held</th>
<th>Type of Award</th>
<th>Personal identification no. (PIN)</th>
<th>Family name, given name and initial(s) of applicant</th>
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SCHOLARSHIPS AND OTHER AWARDS OFFERED (list with most recent and include NSERC awards)

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<tr>
<th>Name of Award</th>
<th>Value (CDNS)</th>
<th>Level</th>
<th>Type</th>
<th>Location of tenure</th>
<th>Period held</th>
<th>Type of Award</th>
<th>Personal identification no. (PIN)</th>
<th>Family name, given name and initial(s) of applicant</th>
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APPENDIX 1
Report on the Applicant
NSERC Scholarship or Fellowship
(FORM 200)

Read the instructions before you complete this report. For PGS applicants, use this page only.
For all other applicants, use one additional page if necessary.
In accordance with the Privacy Act, this report will be accessible to the applicant. The report, including
your name, may also be disclosed to organizations whose fellowships are administered by NSERC and to
partner agencies that offer supplements to NSERC awards.

Family name of applicant
Given name
Initial(s) of all given names
Personal identification no. (PIN)

Comment on the applicant's research ability/potential and on the applicant's communication, interpersonal and leadership abilities.

I have known the applicant in my capacity as __________________________ for ________ years.

Print respondent's name: __________________________

Title: __________________________

Affiliation: __________________________

Signature of respondent: __________________________

Please return to:
By date: (yyyy/mm/dd)
Type of award:
Date:

## APPENDIX 2
### University Evaluation
**NSERC Scholarship or Fellowship**

*(FORM 200)*

Read the instructions before you complete this report. In accordance with the Privacy Act, this report will be accessible to the applicant. This report, including your name, may also be disclosed to organizations whose fellowships are administered by NSERC and to partner agencies that offer supplements to NSERC awards.

### PART I: APPLICANT INFORMATION

<table>
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<tr>
<th>Type of Award</th>
<th>Date</th>
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</thead>
</table>

- **Family name**
- **Given name**
- **Initial(s) of all given names**
- **Personal Identification no. (PIN)**
- **University (indicate if current or former):**
- **University department:**

### PART II (FOR POST AND VENTOR CS ONLY): TO BE COMPLETED BY THE SCHOLARSHIP'S LIASON OFFICER

<table>
<thead>
<tr>
<th>Academic averages</th>
<th>University ranking of applicant</th>
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- **Second last period**
- **Last period**

- **Comments on the qualities or factors that led to the ranking of the applicant by the university.**

## APPENDIX 3
### Consent Form and Statistical Information
**NSERC Scholarship or Fellowship**

*(FORM 200)*

### FAMILY NAME OF APPLICANT

<table>
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<tr>
<th>Type of Award</th>
<th>Date</th>
</tr>
</thead>
</table>

- **Family name of applicant**
- **Given name**
- **Initial(s) of all given names**
- **Personal identification no. (PIN)**

### CONSENT FROM THE APPLICANT

If you wish to be considered for other types of NSERC scholarships or fellowships offered by the Canadian government, companies and/or associations or for the Canada-U.K. Millennium Research Award as described in the Program Guide for Students and Fellows, you must complete and sign this form. By completing and signing this section, you agree to have your application (including Appendices 1 and 2) disclosed to the interested institutions (see the Access to Information Act and the Privacy Act, under Policies and Guidelines in the Program Guide for Students and Fellows).

### PFD APPLICANTS

- **I am eligible and wish to be considered for a Canada-U.K. Millennium Research Award.**
- **If your application is not successful but is judged to be meritorious, would you like to be considered for the**
  - Visit Fellowships (VF) program?
  - Industrial R&D Fellowships (IRDF) program?

**Note:** Applicants interested in the IRDF program agree to have their name and the title of their proposed research posted on the NSERC Web site.

### SIGNATURE

Applicant's signature

- **How did you hear about this NSERC scholarship/fellowship program?**
- **Did you attend an NSERC Scholarships and Fellowships Programs Information Session at your university in the autumn of the year of application?**
  - Yes
  - No

### OPTIONAL INFORMATION

Information on gender and language capability is used for statistical purposes, and may be used to identify prospective NSERC peer reviewers. Information on certain designated groups (disabled, visible minority) is used by NSERC only for statistical purposes. Information on Aboriginal status is not seen by NSERC award selection committees; however, it may be used by NSERC to identify and make awards to Aboriginal applicants whose applications were judged to be meritorious, but which could not be recommended initially because of budget limitations. None of the information collected will be released to persons outside NSERC. For more information, see the Access to Information Act and the Privacy Act.

- **Gender (completion optional)**
  - Male
  - Female

- **Designated Groups (completion optional)**
  - Aboriginal
  - Visible minority
  - Disabled

- **Language Capability (completion optional)**
  - English
  - French
  - Read
  - Write
  - Speak

Form 200 (2008), Appendix 3

**Protected when completed**

Version française disponible
The Canada Graduate Scholarships Master's Awards administered by CIHR are intended to provide special recognition and support to students who are pursuing a Master's degree in a health related field in Canada. These candidates are expected to have an exceptionally high potential for future research achievement and productivity.

**NOTE:** This program is largely a university nomination-based program, therefore please refer to your current institution to confirm the institution application deadline which will be BEFORE the CIHR application deadline noted above. Most institutions will manage a pre-selection process to select which of their students' applications will be put forward to CIHR on the CIHR deadline date. Only applicants that are not registered at a university for the Fall semester prior to the CIHR application deadline will submit their applications directly to CIHR by the above deadline.

**Funds Available**

CIHR's contribution to the amount available for this initiative is subject to availability of funds voted annually to CIHR by parliamentary appropriations, and the conditions that may be attached to them.

**Applications are invited in all areas of health research.**
For this competition, applications will be accepted in all areas of health research.

The maximum amount awarded for a single award is $17,500 for up to one year:

- Trainee stipend: $17,500 per annum.
- This award is non-renewable.

Funding Opportunities in Specific Research Areas

Funds are available for this competition to support Master's Award applications in specific research areas:

- Master's Award: Winter 2010 Priority Announcement (Specific Research Areas)

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Objectives

The objective of the Government of Canada's Canada Graduate Scholarships program is to help ensure a reliable supply of highly qualified personnel to meet the needs of Canada's knowledge economy.

Top

Eligibility

Eligibility criteria for all CIHR research funding programs apply. The business office of the institution of an eligible Nominated Principal Applicant generally administers CIHR funds. Please refer to the Eligibility Requirements for CIHR Grants and Awards regarding the eligibility requirements for individuals and institutions.

Specific to CIHR training awards, please refer to the General Guidelines for Training Programs.

Specific Eligibility Requirements

The award for which support is being sought should be under the supervision of a researcher who holds research funds obtained through a recognized competitive peer review process. These awards must be held at a Canadian institution.

Eligibility to Apply for an Award

To be considered eligible to apply for support, a candidate must:

- be a Canadian citizen or a permanent resident;
- at the time of the CIHR deadline for application (February 1):
  - have completed or be in the last year of a Bachelor's degree; or
  - have been registered for no more than ten months as a full-time student in a Master's program; or
  - have been registered for no more than ten months as a full-time PhD student and were admitted to the PhD program directly from the Bachelor's degree.
- be applying for support to pursue their first graduate degree (i.e., Master's or PhD). All previous studies at the graduate level, regardless of discipline, either course-based or research-based, will be included in determining eligibility; and
- not have already held an award from SSHRC, NSERC, CIHR or any other federal source to undertake and/or complete a Master's or PhD degree.

Persons with a health professional degree who seek support for Master's or PhD research training may be eligible to apply to this program, but should also consult the guidelines for the CIHR Fellowship award program. Those eligible for both have the option of applying to either program but not to both in the same year (i.e., September through August). Please note that a
person holding a health professional degree would receive a higher stipend only through the CIHR Fellowship award program.

Eligibility to Hold an Award

To be considered eligible to hold support, a candidate must:

- be registered full-time in the first or second year of a Master's or PhD program in which research is a major component (awards will not take effect until after proof of registration is received); and
- not have already held, or hold, an award from SSHRC, NSERC, CIHR or any other federal source to undertake and/or complete a Master's or PhD degree.

Awards must be taken up within six months of the date of offer and must start September 1 or January 1 following the offer of award.

Guidelines

General CIHR Guidelines

This funding opportunity will follow the General Guidelines for Training Programs. Applicants are encouraged to demonstrate the use of Gender and Sex-Based Analysis in applications.

Allowable Costs

The awards consist of a stipend.

Conditions of Funding

All conditions specified in CIHR General Grants and Awards Policies shall apply to applications funded through this Funding opportunity. Conditions cover areas such as Applicant and Institutional Responsibilities, Ethics, Official languages policy, Access to Information and Privacy Acts, and Acknowledgement of CIHR's Support. Successful applicants will be informed of any special financial requirements prior to the release of funds or when they receive CIHR's Authorization for Funding (AFF) document.

Access to Information Act and Privacy Act, and the Personal Information Protection and Electronic Documents Act (PIPEDA)

All personal information collected by CIHR about applicants is used to review applications, to recruit reviewers, to administer and monitor grants and awards, to compile statistics, and to promote and support health research in Canada. Consistent with these purposes, applicants should also expect that information collected by CIHR may be shared as described in Use and Disclosure of Personal Information Provided to CIHR for Peer Review.

CIHR as a federal entity is subject to the Access to Information Act and the Privacy Act, therefore the requirements of these two statutes will apply to all information located in CIHR's premises including, without limitation, cost-sharing agreements related to this Funding opportunity and all matters pertaining thereto.

While respecting the application of the Privacy Act to federal entities, all signing parties involved in a collaborative agreement will also be bound by the Personal Information Protection and Electronic Documents Act (PIPEDA). All personal information (as identified by the PIPEDA) collected, used or disclosed in the course of any commercial activity under collaborative agreements related to the Funding opportunity will be collected, used and disclosed in compliance with the PIPEDA.

CIHR Guidelines for Health Research Involving Aboriginal People

The CIHR Guidelines for Health Research Involving Aboriginal People came into effect as policy for CIHR-funded research on July 1, 2008. Applicants whose proposed research will involve Aboriginal People are strongly encouraged to familiarise themselves with these
guidelines and in particular with the section "Application of the Guidelines," which outlines the situations in which these guidelines apply.

Communication Requirements

Award recipients are required to acknowledge CIHR, its institutes and partners in any communication or publication related to the project. See CIHR General Grants and Awards Policies, Public Communication and Acknowledgement of CIHR’s Support for details on CIHR’s communication requirements. The contributing institutes/partners will be identified on the Authorization for Funding and decision letter.

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Performance Measurement

CIHR is committed to demonstrating results to Canadians for the money invested in health research. Therefore, processes for monitoring progress and appropriate use of funds, as well as for performance measurement and program evaluation are in place. As a result, funding recipients must:

- contribute to the monitoring, review and evaluation of CIHR’s programs, policies and processes by participating in evaluation studies, surveys, workshops, audits and providing data or reports as required for the purpose of collecting information to assess progress and results;
- encourage their associates, trainees and administration to participate in the monitoring, review and evaluation of CIHR’s programs, policies and processes as required.

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Review Process and Evaluation

Peer Review

A CIHR peer review committee will evaluate the full applications. The committee may be drawn from one of CIHR’s pre-existing committees or may be created specifically for this funding opportunity. Committee members are selected based on suggestions from many sources including the institute(s) / portfolio(s) and partner(s), following CIHR’s Policy on Conflict of Interest and Confidentiality in the context of Merit, Relevance and Peer Review (CCIP). For information on CIHR’s peer review process in general, see the Understand Peer Review section of CIHR’s website.

Evaluation Criteria

Master’s Awards are reviewed in accordance with the Guide for Reviewers - CIHR Master’s Award.

The following general criteria for evaluating training award applications will be used:

- Achievements and activities of the candidate.
- Characteristics and abilities of the candidate.
- Research training environment.

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How to Apply

Note: This funding opportunity requires the use of ResearchNet to apply for funding.

- The application process for this funding opportunity is comprised of one step:
Welcome to the Canadian Institutes of Health Research - CIHR

Application.

- To complete your Application, follow the instructions identified in the Master's Awards - ResearchNet "Application" Phase Instructions.
- An overview of CIHR's application processes can be found under Apply for Funding.
- Reminder to applicants: Please ensure that your application is complete (including all required signatures) and submitted on time to CIHR. Effective September 1, 2008, CIHR will assume no responsibility in following-up with applicants who submit an incomplete application. Incomplete or late applications will not be accepted into the competition.

Additional instructions that must be followed for this funding opportunity:
(Note: These additional instructions supersede all other policies or guidelines published by the Canadian Institutes of Health Research, including, but not limited to, the Grants and Awards Guide, the Memorandum of Understanding, etc.)

- Full applications for both direct applicants and those applying through a Canadian institution must be courier stamped by the competition deadline. Canadian institutions accepting applications will set their own application deadline.
- How is the candidate applying?
  1. Through the Canadian institution at which the candidate will be registered* during the Fall semester prior to the CIHR deadline.
     - (*That is, registered in any level course, or in any other capacity; for example, part-time, full-time, one course only, course not related to the master's program, or special student.)
     - Deadlines are set by the university; please contact them for deadlines, as a pre-selection process may be held at the university level. CIHR will provide each eligible Canadian institution an allocated number of submissions allowed by that institution.
     - Institutions must forward their applications to CIHR no later than February 1 for them to be considered in the competition.
  2. Directly to CIHR, for candidates who will not be registered at a Canadian institution during the Fall semester prior to the CIHR deadline.
     - Applications must be sent to CIHR no later than February 1.

- A complete application consists of:
  - Common CV module (validated for CIHR) for the candidate only (Draft copies will not be accepted).
  - Original official transcripts (must be an unopened original from the issuing institution; it is recognized that for applications submitted through a university, university officials will have opened the transcript envelopes before they reach CIHR). Certified true copies will only be accepted from institutions outside North America.
  - CIHR Sponsors' Report on a Candidate for a Canada Graduate Scholarships (CGS) Master's Award to be completed by two sponsors who have had an opportunity to assess the candidate's potential - one of these should be the candidate's most recent research supervisor, if applicable.
  - Confirmation of Canadian citizenship or permanent residency

Your Application will be submitted using ResearchNet. Only the signed Signature Pages must be sent (courier stamped no later than the application deadline date) to:

RE: "Canada Graduate Scholarships Master's Awards"
Research Capacity Development
Canadian Institutes of Health Research
Room 97, 160 Elgin Street
Address locator: 4809A
Ottawa, Ontario K1A 0W9

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Contact Information

For questions on CIHR funding guidelines, how to apply, and the peer review process contact:
CIHR Master's Awards Program Delivery Coordinator
Research Capacity Development
Canadian Institutes of Health Research
Telephone: 613-946-0093
Fax: 613-954-1800
Email: cgsma@cihr-irsc.gc.ca

If you are experiencing technical difficulties with your ResearchNet account or the e-Submission process contact:

CIHR ResearchNet Support
Canadian Institutes of Health Research
Telephone: 613-941-9080
Email: support@researchnet-recherchenet.ca

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Partner/Collaborator Description

Canadian Institutes of Health Research (CIHR)
CIHR is the Government of Canada's agency for health research. CIHR's mission is to create new scientific knowledge and to enable its translation into improved health, more effective health services and products, and a strengthened Canadian health-care system. Composed of 13 Institutes, CIHR provides leadership and support to nearly 12,000 health researchers and trainees across Canada.

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Apply to this Opportunity

Top of Page    Important Notices

8/27/2009 3:50 PM
The Canada Graduate Scholarships (CGS) Doctoral Awards administered by CIHR are intended to provide special recognition and support to students who are pursuing a doctoral degree in a health related field in Canada. These candidates are expected to have an exceptionally high potential for future research achievement and productivity. This funding program will be administered through the CIHR Doctoral Research Award competition, with the top candidates meeting the eligibility criteria below receiving a CGS award.

Funds Available

CIHR's contribution to the amount available for this initiative is subject to availability of funds voted annually to CIHR by parliamentary appropriations, and the conditions that may be attached to them.

The maximum amount awarded for a single award is $35,000 for up to 3 years:
• Trainee stipend: $30,000 per annum.
• Research allowance: $5,000 per annum.
• This award is non-renewable.

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Objectives

The specific objectives of this funding opportunity are:

• To provide recognition and funding to students early in their academic research career, providing them with an opportunity to gain research experience.
• To provide a reliable supply of highly skilled and qualified researchers.

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Eligibility

Eligibility criteria for all CIHR research funding programs apply. The business office of the institution of an eligible Nominated Principal Applicant generally administers CIHR funds. Please refer to the Eligibility Requirements for CIHR Grants and Awards regarding the eligibility requirements for individuals and institutions.

Specific to CIHR training awards, please refer to the General Guidelines for Training Programs, as well as the Doctoral Research Award: 2009-2010 funding opportunity.

Specific Eligibility Requirements

Eligibility requirements specific to this funding opportunity include the following:

• The program is open to Canadian citizens and permanent residents of Canada. Only those students engaged in full-time PhD research training program in a Canadian graduate school are eligible for support.
• The award for which support is being sought should be under the supervision of a researcher who holds research funds obtained through a recognized competitive peer review process. Awards must be held at a Canadian institution.
• Candidates who already hold, or have held, a CIHR DRA, are not eligible for a CGS Doctoral Award, unless the term of the DRA awarded was less than the maximum allowed and they continue to meet the eligibility requirements as described in the DRA program description.

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Guidelines

General CIHR Guidelines
This funding opportunity will follow the General Guidelines for Training Programs. Applicants are encouraged to demonstrate the use of Gender and Sex-Based Analysis in applications.

Allowable Costs

The awards consist of a stipend and a research allowance.

For the research allowance, awardees should review the Use of Grant Funds section of the Tri-Agency (CIHR, NSERC and SSHRC) Financial Administration Guide for a complete listing and description of allowable costs and activities.

Conditions of Funding

All conditions specified in CIHR General Grants and Awards Policies shall apply to applications funded through this Funding opportunity. Conditions cover areas such as Applicant and Institutional Responsibilities, Ethics, Official languages policy, Access to Information and Privacy Acts, and Acknowledgement of CIHR's Support. Successful applicants will be informed of any special financial requirements prior to the release of funds or when they receive CIHR's Authorization for Funding (AFF) document.

**Access to Information Act and Privacy Act, and the Personal Information Protection and Electronic Documents Act (PIPEDA)**

All personal information collected by CIHR about applicants is used to review applications, to recruit reviewers, to administer and monitor grants and awards, to compile statistics, and to promote and support health research in Canada. Consistent with these purposes, applicants should also expect that information collected by CIHR may be shared as described in Use and Disclosure of Personal Information Provided to CIHR for Peer Review.

CIHR as a federal entity is subject to the Access to Information Act and the Privacy Act, therefore the requirements of these two statutes will apply to all information located in CIHR's premises including, without limitation, cost-sharing agreements related to this Funding opportunity and all matters pertaining thereto.

While respecting the application of the Privacy Act to federal entities, all signing parties involved in a collaborative agreement will also be bound by the Personal Information Protection and Electronic Documents Act (PIPEDA). All personal information (as identified by the PIPEDA) collected, used or disclosed in the course of any commercial activity under collaborative agreements related to the Funding opportunity will be collected, used and disclosed in compliance with the PIPEDA.

**CIHR Guidelines for Health Research Involving Aboriginal People**

The CIHR Guidelines for Health Research Involving Aboriginal People came into effect as policy for CIHR-funded research on July 1, 2008. Applicants whose proposed research will involve Aboriginal People are strongly encouraged to familiarise themselves with these guidelines and in particular with the section "Application of the Guidelines," which outlines the situations in which these guidelines apply.

**Communication Requirements**

Award recipients are required to acknowledge CIHR, its institutes and partners in any communication or publication related to the project. See CIHR General Grants and Awards Policies, Public Communication and Acknowledgement of CIHR's.
Support for details on CIHR's communication requirements. The contributing institutes/partners will be identified on the Authorization for Funding and decision letter.

Performance Measurement

CIHR is committed to demonstrating results to Canadians for the money invested in health research. Therefore, processes for monitoring progress and appropriate use of funds, as well as for performance measurement and program evaluation are in place. As a result, funding recipients must:

- contribute to the monitoring, review and evaluation of CIHR's programs, policies and processes by participating in evaluation studies, surveys, workshops, audits and providing data or reports as required for the purpose of collecting information to assess progress and results;
- encourage their associates, trainees and administration to participate in the monitoring, review and evaluation of CIHR's programs, policies and processes as required.

Review Process and Evaluation

Peer Review

A CIHR peer review committee will evaluate the full applications. The committee may be drawn from one of CIHR's pre-existing committees or may be created specifically for this funding opportunity. Committee members are selected based on suggestions from many sources including the institute(s) / portfolio(s) and partner(s), following CIHR's Policy on Conflict of Interest and Confidentiality in the context of Merit, Relevance and Peer Review (CCIP). For information on CIHR's peer review process in general, see the Understand Peer Review section of CIHR's website.

Evaluation Criteria

The following general criteria for evaluating Doctoral Research Award applications will be used:

- Achievements and activities of the candidate
- Characteristics and abilities of the candidate
- Research training environment

How to Apply

Note: This funding opportunity requires the use of ResearchNet to apply for funding.
The application process for this funding opportunity is comprised of one step: Application.

To complete your application, review the Doctoral Research Award: 2009-2010 funding opportunity and then follow the specific application guidelines and instructions which are fully described in its "How to Apply" section.

An overview of CIHR's application processes can be found under Apply for Funding.

Reminder to applicants: Please ensure that your application is complete (including all required signatures) and submitted on time to CIHR. Effective September 1, 2008, CIHR will assume no responsibility in following-up with applicants who submit an incomplete application. Incomplete or late applications will not be accepted into the competition.

Additional instructions that must be followed for this funding opportunity:
(Note: These additional instructions supersede all other policies or guidelines published by the Canadian Institutes of Health Research, including, but not limited to, the Grants and Awards Guide, the Memorandum of Understanding, etc.)

This funding program will be administered through the Doctoral Research Award competition, with the top candidates meeting the eligibility criteria mentioned above receiving a CGS award. For more details instruction on how to apply, candidates must consult the Doctoral Research Award: 2009-2010 funding opportunity.

In order to ensure fairness in the evaluation of Doctoral Research Award applications, equivalent time must be guaranteed for each reviewer to assess each complete application. As a result, CIHR will accept updates to applications (notices of acceptance of publications, letters confirming academic appointment, and notices of any other funding requested or received only) until November 15, 2009.

Contact Information

For questions on CIHR funding guidelines, how to apply, and the peer review process contact:

CIHR Doctoral Research Awards Program Delivery Coordinator
Research Capacity Development Branch
Telephone: 613-954-1963
Fax: 613-954-1800
Email: DRA@cihr-irsc.gc.ca

If you are experiencing technical difficulties with your ResearchNet account or the e-Submission process contact:

CIHR ResearchNet Support
Canadian Institutes of Health Research
Telephone: 613-941-9080
Email: support@researchnet-recherchenet.ca

Partner/Collaborator Description
Canadian Institutes of Health Research (CIHR)
CIHR is the Government of Canada's agency for health research. CIHR's mission is to create new scientific knowledge and to enable its translation into improved health, more effective health services and products, and a strengthened Canadian health-care system. Composed of 13 Institutes, CIHR provides leadership and support to nearly 12,000 health researchers and trainees across Canada.
Description

Doctoral Research Awards are intended to provide special recognition and support to students who are pursuing a PhD degree in a health-related field in Canada or abroad. These candidates are expected to have an exceptionally high potential for future research achievement and productivity.

The top ranked Doctoral Research Award (DRA) applicants pursuing doctoral research training in Canada may be eligible for a Canada Graduate Scholarships (CGS) Doctoral Research Award. (For more information, please refer to the Doctoral Research Award: Canada Graduate Scholarships program description). Candidates interested in a CGS Doctoral Award must apply for a DRA; all DRA candidates will be automatically considered for a CGS based on CGS eligibility requirements and ranking in the DRA competition. If you already hold, or have held, any federally-funded doctoral award, you are not eligible for a CGS Doctoral Award, unless the term of the doctoral award awarded was less than the maximum allowed and you continue to meet the eligibility requirements for a DRA described below.

Funds Available

CIHR's contribution to the amount available for this initiative is subject to availability of funds voted annually to CIHR by parliamentary appropriations, and the conditions that may be attached to them.

Applications are invited in all areas of health research:

For this competition, applications will be accepted in all areas of health research.

- It is anticipated that approximately $972,000 over 3 years years will be available for this competition.
- The maximum amount awarded for a single award is $27,000 for up to 3 years:
  - Trainee stipend: $21,000 per annum.
  - Research allowance: $1,000 per annum.
  - For awards held outside Canada, $5,000 is added to the annual stipend.
- This award is non-renewable.

Funding Opportunities in Specific Research Areas

Funds are available for this competition to support Doctoral Research Award applications in specific research areas.
areas:

- Doctoral Research Award Priority Announcement (Specific Research Areas)

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Objectives

The specific objectives of this funding opportunity are:

- To provide recognition and funding to students early in their academic research career, providing them with an opportunity to gain research experience.
- To provide a reliable supply of highly skilled and qualified researchers.

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Eligibility

Eligibility criteria for all CIHR research funding programs apply. The business office of the institution of an eligible Nominated Principal Applicant generally administers CIHR funds. Please refer to the Eligibility Requirements for CIHR Grants and Awards regarding the eligibility requirements for individuals and institutions.

Specific to CIHR training awards, please refer to the General Guidelines for Training Programs.

Specific Eligibility Requirements

Eligibility requirements specific to this funding opportunity include the following:

- The program is open to Canadian citizens and permanent residents of Canada at the time of application.
- Only those students engaged in full-time research training in a graduate school are eligible for support. At the time of application, all candidates must have completed at least 12 months of graduate study at the Master's or PhD level.

In addition, at the time of application:

- candidates holding a Master's degree (or who have completed 12 months or more in a Master's degree program prior to transferring to a PhD degree) cannot have been registered for more than 22 months as a full-time student in a PhD program; OR
- candidates who have completed less than 12 months in a Master's degree program prior to transferring to a PhD program cannot have been registered for more than 30 months as a full-time student in a PhD program; OR
- candidates who have transferred directly from a Bachelor's degree to a PhD program (with no time in a Master's program) cannot have been registered for more than 34 months as a full-time student in a PhD program.

Awards will take effect only after the recipient has registered in a full-time PhD program.

The research for which support is being sought should be under the supervision of a researcher who holds research funds obtained through a recognized competitive peer review process. These awards are normally held at Canadian institutions, but applications may be made for awards to be held outside of Canada.

A candidate may not hold more than three years of federal award funding (in total from any federal source) to undertake and/or complete a PhD degree. The maximum duration of award funding from all federal sources to undertake graduate studies is four years. The only exception to this is in the case of a Health Professional funded through the CIHR Fellowship award program. Individuals already holding a doctoral award from a federal source for a term of three years are not eligible to apply.

Individuals with a health professional degrees who seek support for doctoral research training are eligible to apply, but should also consult the guidelines for the CIHR Fellowship program. Those eligible for both have the option of applying to either program but not to both in the same year (i.e., September through August). Please note that a person holding a health professional degree would receive a higher stipend only through the CIHR Fellowships program.

A recipient of a Doctoral Research Award (DRA) with a health professional degree may apply to the Fellowship program no earlier than during the last year of their DRA. If a recipient of a DRA with a health professional degree applies to the Fellowship program for PhD support before the last year of the DRA, funding for the currently-held DRA will be cancelled as of the first potential effective date of the Fellowship award, even if the application is not successful through the Fellowship program.
Welcome to the Canadian Institutes of Health Research - CIHR

Students pursuing a combined MD/PhD program are eligible to apply, but are encouraged to review the guidelines of the CIHR Undergraduate: MD/PhD Students program.

Awards must be taken up within 12 months of the earliest possible start date and must start May 1, September 1 or January 1 following the offer of award.

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Guidelines

General CIHR Guidelines

This funding opportunity will follow the General Guidelines for Training Programs. Applicants are encouraged to demonstrate the use of Gender and Sex-Based Analysis in applications.

Allowable Costs

The awards consist of a stipend and a research allowance.

For the research allowance, awardees should review the Use of Grant Funds section of the Tri-Agency (CIHR, NSERC and SSHRC) Financial Administration Guide for a complete listing and description of allowable costs and activities.

Conditions of Funding

All conditions specified in CIHR General Grants and Awards Policies shall apply to applications funded through this Funding opportunity. Conditions cover areas such as Applicant and Institutional Responsibilities, Ethics, Official languages policy, Access to Information and Privacy Acts, and Acknowledgement of CIHR’s Support. Successful applicants will be informed of any special financial requirements prior to the release of funds or when they receive CIHR’s Authorization for Funding (AFF) document.

In addition to CIHR standard guidelines and requirements, the following special requirements shall apply:

Access to Information Act and Privacy Act, and the Personal Information Protection and Electronic Documents Act (PIPEDA)

All personal information collected by CIHR about applicants is used to review applications, to recruit reviewers, to administer and monitor grants and awards, to compile statistics, and to promote and support health research in Canada. Consistent with these purposes, applicants should also expect that information collected by CIHR may be shared as described in Use and Disclosure of Personal Information Provided to CIHR for Peer Review.

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Communication Requirements

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Performance Measurement
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- contribute to the monitoring, review and evaluation of CIHR’s programs, policies and processes by participating in evaluation studies, surveys, workshops, audits and providing data or reports as required for the purpose of collecting information to assess progress and results;
- encourage their associates, trainees and administration to participate in the monitoring, review and evaluation of CIHR’s programs, policies and processes as required.

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### Review Process and Evaluation

**Peer Review**

A CIHR peer review committee will evaluate the full applications. The committee may be drawn from one of CIHR’s pre-existing committees or may be created specifically for this funding opportunity. Committee members are selected based on suggestions from many sources including the institute(s) / portfolio(s) and partner(s), following CIHR’s Policy on Conflict of Interest and Confidentiality in the context of Merit, Relevance and Peer Review (CCIP). For information on CIHR’s peer review process in general, see the **Understand Peer Review** section of CIHR’s website.

**Evaluation Criteria**

Doctoral Research Awards are reviewed in accordance with the Guide for Reviewers - CIHR Doctoral Research Awards.

The following general criteria for evaluating Doctoral Research Award applications will be used:

- Achievements and activities of the candidate
- Characteristics and abilities of the candidate
- Research training environment

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### How to Apply

**Note:** This funding opportunity requires the use of ResearchNet to apply for funding.

- The application process for this funding opportunity is comprised of one step: Application.
- To complete your application, follow the instructions identified in the Doctoral Research Awards - ResearchNet ‘Application’ Phase instructions.
- An overview of CIHR’s application processes can be found under Apply for Funding.
- Reminder to applicants: Please ensure that your application is complete (including all required signatures) and submitted on time to CIHR. Effective September 1, 2008, CIHR will assume no responsibility in following-up with applicants who submit an incomplete application. Incomplete or late applications will not be accepted into the competition.

Additional instructions that must be followed for this funding opportunity:

(Note: These additional instructions supersede all other policies or guidelines published by the Canadian Institutes of Health Research, including, but not limited to, the Grants and Awards Guide, the Memorandum of Understanding, etc.)

- A complete application consists of:
  - Common CV Modules (validated for CIHR) for the candidate and the proposed supervisor(s).
  - Draft copies will not be accepted;
  - Sponsor’s Assessment of a Candidate for a Doctoral Research Award or an Industry Partnered Doctoral Research Award to be completed by the candidate’s most recent research supervisor and two other sponsors who have had an opportunity to assess the candidate’s potential; and,
  - Official transcripts of the candidate’s complete academic record to date. CIHR will only accept an official student’s copy of the transcript if submitted in the original sealed envelope from the institution. Certified true copies will only be accepted from institutions outside North America.
- In order to ensure fairness in the evaluation of Doctoral Research Award applications, equivalent time must be guaranteed for each reviewer to assess each complete application. As a result, CIHR will accept updates to applications (notices of acceptance of publications, letters confirming academic appointment, and notices of any other funding requested or received only) until November 15, 2009.
Your Application will be submitted using ResearchNet. Only the signed Signature Pages must be sent (courier stamped no later than the application deadline date) to:

RE: "Doctoral Research Awards"
Research Capacity Development
Canadian Institutes of Health Research
Room 97, 160 Elgin Street
Address locator: 4809A
Ottawa, Ontario K1A 0W9

Contact Information

For questions on CIHR funding guidelines, how to apply, and the peer review process contact:

CIHR Doctoral Research Awards Program Delivery Coordinator
Research Capacity Development Branch
Telephone: 613-954-1983
Fax: 613-954-1800
Email: DRA@chr-isc.gc.ca

If you are experiencing technical difficulties with your ResearchNet account or the e-Submission process contact:

CIHR ResearchNet Support
Canadian Institutes of Health Research
Telephone: 613-941-9080
Email: support@researchnet-recherchenet.ca

Partner/Collaborator Description

Canadian Institutes of Health Research (CIHR)
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Additional Information

Appendix

- Audiologist/Speech-language Pathologist
- Chiropodist/Podiatrist
- Chiropractor
- Dentist/Dental Surgeon
- Registered Dietitian/Nutritionist
- Medical Laboratory Technologist
- Medical Radiation Technologist
- Midwifery
- Naturopath
- Occupational Therapist
- Optometrist
- Pharmacist
- Physician/Surgeon
- Physiotherapist
- Psychologist
- Registered Nurse
- Registered Psychiatric Nurse
- Respiratory Therapy
- Social Worker
- Veterinarian
Notes:

1. To be considered eligible for CIHR programs, the health profession must require at least a Bachelor's degree for licensure in Canada and be regulated by provincial legislation.
2. The provincial legislation regarding licensing requirements for the above professions will vary from province to province.
3. All health professionals in one of the disciplines listed above and licensed to practice in Canada are eligible to be considered for the higher stipend level under the CIHR Fellowships program and when being paid from a CIHR grant.
Master's Awards - ResearchNet "Application" Phase Instructions

How to Apply

To make sure you have access and permissions to the research application tools you’ll need to apply with, click...

Before you begin

To understand the general application process for Masters programs, click...

General Application Process

To list the components that make up a complete application that are specific to this program, click...

A complete application consists of a...

To get ResearchNet-specific information on a task-by-task basis, click...

Task Tips

Before you begin

Make sure you have the following or click the links to register:

- a CIHR PIN
- access to Common CV
- a ResearchNet account

Note: You need your CIHR PIN to validate your Common CV for CIHR, however, your CIHR PIN cannot be used to logon to Common CV, which is an external site.

You need a Common CV account to prepare a CV to upload into ResearchNet during the e-Submission process. An Application Common CV (validated for CIHR) includes data required by all agencies (on the first screen of each section) and additional CIHR-specific data. If you have already registered with the Common CV, do not re-register. See Common CV for Applications to all CIHR Programs.

You should only have one ResearchNet account. If you have already accessed ResearchNet, do not register for a new account.

General Application Process

1. In ResearchNet, complete all tasks listed for your funding opportunity following the on-screen instructions in one of the official languages.
2. Determine what signatures are needed for each part of your application. See the funding opportunity, and the Meaning of Signatures in the Grants and Awards Guide.
3. Print the Signature pages, found in ResearchNet needed for the funding opportunity.
4. Offline, obtain signatures for all signature pages, and for any other material needing signatures.
5. Review the funding opportunity How to Apply section under the subsection entitled “Additional Information required for this Funding Opportunity”, and provide the additional information requested.
6. Preview the Full Application Package version of your application in ResearchNet using the "Preview Application Materials" task to ensure that your application is complete.
   Note: What you see previewed is exactly how your application will look when submitted to CIHR electronically.
7. Indicate that you have verified the application for completeness on ResearchNet.
8. Print the entire application.
9. Submit the completed electronic application to the Research Office of your Institution for e-Approval through ResearchNet by completing the "Consent and Submit Application" task on ResearchNet.
   Note: CIHR cannot legally accept your application until you complete this task.
10. Photocopy the signature pages for your records.
11. Courier the signed signature pages to CIHR before the application deadline date. (See ResearchNet for the address.)
12. Save the PDF version of the complete application.
13. For technical help, call 613-941-9080 or e-mail support@researchnet-rechercherenet.ca, and for more information email info@cihr-irsc.gc.ca.

A complete application consists of a

- Submitted ResearchNet Application including all signatures
  Task 1. Identify Participants/Supervisors
  Task 2. Identify Sponsors
  Task 3. Attach Common CVs and Supporting Documents
  Task 4. Enter Degree Information
  Task 5. Enter Project Information and Supporting Documents
  Task 6. Attach Other Application Materials
  Task 7. Apply to Priority Announcements (optional)
Task 8. Print and Send Signature Pages
Task 9. Confirm Documents Sent
Task 10. Preview Application Materials
Task 11. Consent and Submit Application

- Signature Pages including all required signatures
- Additional Information as stated in the How to Apply section under the subsection entitled "Additional Information required for this Funding Opportunity".

Task Tips

These Task Tips repeat information provided on ResearchNet in the field help. They are not a comprehensive list of information required to ensure completeness.

Task 1: Identify Participants/Supervisors

This task collects information on all participants involved in your research application, your supervisors, and the institution or organization that receives funds if your application is successful. Consult the Participant Categories for CIHR Grants on the CIHR website for more information.

Task 2: Identify Sponsors

This task collects information on the 2 sponsors whose assessments accompany your research application.

Task 3: Attach Common CVs and Supporting Documents

Participants, with the exception of collaborators, are required to upload an Application CV validated for CIHR. All documents must be in PDF format.

Contributions - Details Attachments

Please include the following sections in your attachment files, using the format described on the "Contributions - Details" screen of the Common CV.

Contributions Details - Most Significant Contributions (limit to one page)

WARNING - Trainees

This "Most significant contributions" section applies to researchers only and is not required for trainees.

Identify a maximum of five (5) contributions, with a maximum length of one page, that best highlight your contribution or activities in the field of research, defining the impact and relevance of each. A contribution is understood to be a publication, literary or artistic work, conference, patent or intellectual property right, contract or creative activity, commission, etc. Your complete description may include the organization, position or activity type and description, from and to dates, and the basis on which this contribution is significant (i.e. relevance, target community and impact).

Contributions Details - Activities and Contributions (limit to one page)

The activities and contributions defined in this section should include both academic and non-academic achievements, and their impacts.

Examples of entries follow. This is not necessarily a complete list, and is intended to provide guidance only.

- Committee membership
- For peer review committees, specify the year(s), the subject(s), and the funding organization
- For thesis examination committees, indicate the author, title of thesis, and university
- Consulting/contract activities
- Research development
- Research or technical reports
- Supervisory experience (e.g. training of students)
- Technology transfers (specify the nature of the activity and the target audience)
- Involvement in public, private, or non-profit sector activities
- Policy papers
- Presentations as guest speaker (public or invited lectures)
- Editorships (specify if editor-in-chief or member of the editorial team)
- Evaluation of articles for scientific, literary or artistic journals (specify title of journal and the number of articles evaluated)
- Knowledge translation/Dissertation activities
- Trainees might also mention development of a graduate seminar program, journal club or similar activity.

If some of these completed works do not seem to support the research theme of the team or centre to which you belong, provide the necessary explanations.

Contributions Details - Interruptions and Delays (limit to one page)

Identify any administrative responsibilities, family or health reasons, or any other factors that might have delayed or interrupted any of the following: academia, career, scientific research, other research, dissemination of results, training, etc. Common examples of
an interruption/delay might be a bereavement period following the death of a loved one, maternity/parental leave, or relocation of your research environment.

Descriptions might include the start and end dates, the impact areas, and the reason(s) or a brief explanation of the absence.

Contributions Details - Patents and Intellectual Property Rights (limit to one page)

This section should include details for patents and intellectual property rights for technology transfer, products, and services. Do not include publications in this section.

Descriptions might include the title, patents or intellectual property rights number and date, country(ies) of issue, the name of the inventors, as well as relevance or impact of the stated item.

Contributions Details - Publications list (no page limit)

List your most important publications and other research contributions over the past five years, according to the categories below. This is not necessarily a complete list, and is only intended to provide guidance. Categories can be added as needed. Use only items pertinent to the application. There is no limit to the number of pages you can use.

For Training or Salary Support Awards Candidates

- Candidates for training awards or New Investigator awards should list all publications, not just those of the last five years.
- All candidates for training or salary support awards must, for each multi-authored publication, define their role in the publication and indicate their percent contribution to the team effort.
- Candidates for training awards, with or without publications, are invited to comment on environmental factors that affected their capacity to publish.
- Candidates for salary support awards should, for multi-authored publications, underline the names of trainees whose work they supervised.

Contributions Details - Titles and Contributions (maximum two pages)

For Proposed Supervisors of Training Award Applicants

- Attach a maximum of two pages listing the titles and contributions over the past 5 years that will serve the application best.

Use each applicable category as a different sub-title; maintain the same presentation order as shown below. In all instances, use the reference format for complete bibliographical notes of each original publication. Indicate the source of funding, if applicable.

Categories

- Published refereed papers (original articles published in journals with editorial review)
- Accepted or in press refereed papers (attach acceptance letters)
- Submitted refereed papers
- Published books and monographs (as author or editor)
- Accepted or in press books and monographs
- Submitted books and monographs
- Published contributions to a collective work and book chapters (including chapters written on invitation or collective works derived from conferences or symposiums)
- Accepted or in press contributions to a collective work and book chapters (including chapters written on invitation or collective works derived from conferences or symposiums)
- Presentations as guest speaker (including conferences, presentations, demonstrations, workshops intended for a non-academic audience, according to the type of audience)
- Published abstracts/number of notes (including name of journal, title of article, and date submitted)
- Accepted or in press abstracts/number of notes (including name of journal, title of article, and date submitted)
- Submitted abstracts (including name of journal, title of article, and date submitted)
- Works including individual or collective literary or artistic works (e.g. novels, short stories, poetry, film, video, visual arts work, booklet, record, sound creation, book of artists, collection, exhibition catalogue, etc.)
- Research reports or reports produced for the government
- Articles in professional or cultural journals without review committee (including popularized texts)

Task 4: Enter Degree Information

This task collects information on any Degrees, Qualifications, Certificates and/or Licenses in progress as well as Degrees for which support is being requested.

Please note that you must indicate whether there is a degree in progress and must specify at least one degree for which support is being requested to complete this task.

Task 5: Enter Project Information and Supporting Documents

This task collects information related to your research project.

Project Title

Your Project Title is the way that CIHR identifies your research project. For this reason you cannot edit your Project Title.

Lay Title
Provide a title for your project that is in a language clear to members of the general public. Lay titles are used by CIHR to inform the public and Parliament about the valuable research supported through public funds.

**Lay Abstract**

Describe your project in a way that is accessible to a lay audience. Be sure to indicate how your proposed research can improve personal health, the health of populations and/or the health delivery system. This information is used by CIHR to inform the public and Parliament about the valuable research supported through public funds.

**Institution Paid**

Institution that will administer the funds for your project. Consult the Eligible Individuals and Institutions on the CIHR website for more information.

**Certification Requirements**

If you are awarded a grant, the necessary certification requirements must be met in accordance with policies on ethical conduct of research. Relevant policies:

- Tri-Agency Memorandum of Understanding on the Roles and Responsibilities in the Management of Federal Grants and Awards
- CIHR Funding Policies Policies

**Aboriginal People**

The Guidelines for Health Research Involving Aboriginal People came into effect as policy for CIHR-funded research on July 1st 2008. Applicants intending to conduct research that involves Aboriginal people are strongly encouraged to familiarize themselves with these guidelines and in particular with the section "Application of the Guidelines," which outlines the situations in which the guidelines apply.

The guidelines recommend applicants to include with their application a Research Agreement, signed and dated by the appropriate community authority when their project is submitted for review by their institutional Research Ethics Board (REB). An example of a Research Agreement is provided in the guidelines document which addresses some of the articles outlined in the Guidelines.

In situations where obtaining a formal Research Agreement is not necessary or desirable from the community's perspective, applicants should attach a letter of community approval and a short statement of justification explaining why no Research Agreement is included when submitting their project for review by their institutional Research Ethics Board (REB).

In addition, applicants must inform themselves about any formal review processes that may exist within the community. In communities with local Aboriginal Research Ethics Boards (REB) or other formal means of local Aboriginal research review, applicants should submit their proposals for local approval before submitting to their institutional REBs. Consider that in these cases, the local review process is likely to be the primary means by which to obtain the signed Research Agreement or letter of community approval required by CIHR.

A Research Agreement included in an application to CIHR will not be reviewed by a CIHR peer review committee. In order to demonstrate the feasibility of your research proposal, you are encouraged to include letters of support/collaboration from the Aboriginal communities involved in the research in lieu of a Research Agreement. These documents should be uploaded in the letters of support section of the Other Application Materials Section.

Any questions or comments may be sent to the Aboriginal Ethics Guidelines mailbox at aeg@cihr-irsc.gc.ca.

**Percentage of Time Spent on Different Activities**

Indicate the percentage of time to be spent on different activities. Awardees are expected to spend at least 75% of their time in research training (Research + Course work). The total Percentage of Time for all activities can not exceed 100%.

**Project Descriptors**

Provide keywords to describe your research project, the techniques and the methodologies it will employ, and the areas of interest.

**Areas of Research**

Select the areas of research that best describe your proposal from the list provided.

**Classification**

Select the classifications that best describe your proposal from the list provided.

**Themes**

Select a primary theme classification. Indicate additional theme classifications only if the substance of the grant application significantly overlaps more than one theme. Consult the Definition of the four CIHR themes on CIHR website for more information.

**Suggested Institutes**

Select a primary CIHR Institute whose research mandate is related to this application's research area(s) and objective(s). Additional Institutes should only be selected if the substance of this grant application significantly overlaps with the research mandate of more than one Institute.

**Attachments**


All attachments must adhere to the guidelines for attachments on the Acceptable Application Module Formats.

Training Expectations

Follow these guidelines to prepare your document:

- At the top of each page, indicate your name and the title “Training Expectations”
- The following details and/or instructions must be printed on the first page of the document (they can be copied and pasted from this page and printed in smaller font, however they must be legible).
- Insert a margin of 2cm (3/4 inch) - minimum - around the page
- Use a font size of 12 point, black ink. Six lines per inch. No condensed type or spacing.

Text to be attached:

Master’s, Doctoral Research Award Candidates: Provide an overview describing how the training you expect to acquire will contribute to your productivity and to the research goals you hope to achieve.

Fellowship Award Candidates: Provide an overview of how your previous research training relates to the present proposal and elaborate on your career goals. Describe how the training you expect to acquire will contribute to your productivity and to the research goals you hope to achieve and how this award will enable you to establish yourself as an independent investigator. Indicate why you decided upon the training location and what you expect to learn from the training experience. In addition, if you are planning to hold this award in the same institution where you completed your PhD, please justify.

Clinician Scientist (Phase 1) Award Candidates: In addition to the information requested of a Fellowship Award Candidate: indicate how you will eventually combine research and clinical practice; and describe your career expectations at the completion of the training and the contribution you plan to make at the Nominating Institution.

Research Proposal Summary

The title and summary of the research project should be completed in collaboration with the proposed supervisor(s). Both the candidate and the proposed supervisor(s) must provide their signature to confirm the accuracy of the proposed training program.

Follow these guidelines to prepare your document:

- At the top of each page, indicate your name and the title of the section
- The following details and/or instructions must be printed on the first page of the summary (they can be copied and pasted from this page and printed in smaller font, however they must be legible).
- Insert a margin of 2cm (3/4 inch) - minimum - around the page
- Use a font size of 12 point, black ink. Six lines per inch. No condensed type or spacing.

Text to be attached:

- Project Title
- Summary of the research project. Include the specific hypothesis of the research and describe the candidate’s role on the project. This summary should be written in general scientific language. For Master’s, Doctoral Research Awards and Fellowships Funding Opportunities, no additional pages may be added (one page total). Page limits include references.

Task 6: Attach Other Application Materials

Upload any other application materials you wish to include with your application package. All documents must be in PDF format.

You may attach:

- For applications in partnership with an Rx&D member company: a paragraph describing Relevance to the Translational Objectives of CIHR.

Task 7: Apply to Priority Announcements (optional)

To apply for funding through a Priority Announcement, select the Priority Announcement title from the list below and the Relevant Research Area(s) addressed by your proposal. Up to three Relevant Research Areas may be entered per application.

Priority Announcements

They are listed on the CIHR website in June and December of each year together with CIHR’s other current funding opportunities. For requirements on individual Priority Announcements (PAs), verify the “How To Apply” section of each PA on the Funding Opportunities page. This section will indicate if relevance information is required at the application stage.

Identify Priority Announcements and Relevant Research Areas

To apply for funding through a Priority Announcement, select the Priority Announcement title from the list and the Relevant Research Area(s) addressed by your proposal. Up to three Relevant Research Areas may be entered per application.

Priority Announcements for research related to an Institute’s mandate are not listed here.

When an Institute is offering a Priority Announcement to fund research related to its mandate, your application will automatically be entered into the Priority Announcement competition if you have selected the Institute as a primary (or, in some instances, secondary) Institute under “Suggested Institutes” on the Project Descriptors page.
Describe (in one half-page) how the research proposed will address the relevant research area (if applicable).

**Task 8: Print and Send Signature Pages**

Print the signature page PDF file which is found on ResearchNet. Obtain all required signatures. Verify the requirements for original signatures by consulting the sections titled Required Signatures on Application Forms and Meaning of Signatures on Application Forms in the CIHR Grants and Awards Guide. These signatures are required to be collected by the deadline date displayed above.

For those applications that include Partners, you must obtain the Partner’s signature on the Partnership Module PDF and Partner Letter and mail the signed copies to CIHR. Check the “How To Apply” section of the funding opportunity description to verify if Partners are allowed for this funding opportunity along with the signature requirements.

All necessary signatures must still be obtained prior to the CIHR application deadline. You must submit your signature pages to the Research Office first so that the Institution can approve and submit the application to CIHR via ResearchNet. When the Research Office electronically approves and forwards your application to CIHR, they are in fact confirming that all required signatures have been obtained.

After obtaining the required signatures send only the signature pages (including the Routing Slip) by the deadline date to CIHR via courier:

**Canadian Institutes of Health Research**  
160 Elgin Street, Room B7  
Ottawa, ON, K1A 0W9  
Canada

**Task 9: Confirm Documents Sent**

The documents listed below must be sent to CIHR courier-stamped by the deadline date in order for your application to be considered complete.

Official transcripts of the candidate’s complete academic record to date must be included. CIHR will only accept an official student’s copy of the transcript if submitted in the original sealed envelope from the institution. Certified true copies will only be accepted from institutions outside North America.

For Doctoral Research Awards, the following documents are required:

- Transcripts (including Undergraduate transcripts)

For Fellowships, the following documents are required:

- Transcripts (Graduate and/or Health Professional Training, including Proof of Graduate Degree completed)

For Canada Graduate Scholarships Master’s Awards, the following documents are required:

- Transcripts (including Undergraduate & Graduate transcripts)

**Task 10: Preview Application Materials**

Review your application and print a PDF copy. If a task is incomplete, you must provide the missing information to successfully submit your application.

**Task 11: Consent and Submit Application**

Submit Application

You must indicate whether or not you consent to the terms listed below before you submit your application.

You must click Submit to send your application to CIHR.
Doctoral Research Awards - ResearchNet "Application" Phase Instructions

How to Apply

To make sure you have access and permissions to the research application tools you'll need to apply with, click...

Before you begin

To understand the general application process for DRA programs, click...

General Application Process

To list the components that make up a complete application that are specific to this program, click...

A complete application consists of a...

To get ResearchNet-specific information on a task-by-task basis, click...

Task Tips

Before you begin

Make sure you have the following or click the links to register:

- a CIHR PIN
- access to Common CV
- a ResearchNet account

Note: You need your CIHR PIN to validate your Common CV for CIHR, however, your CIHR PIN cannot be used to logon to Common CV, which is an external site.

You need a Common CV account to prepare a CV to upload into ResearchNet during the eSubmission process. An Application Common CV (validated for CIHR) includes data required by all agencies (on the first screen of each section) and additional CIHR-specific data. If you have already registered with the Common CV, do not re-register. See Common CV for Applications to all CIHR Programs.

You should only have one ResearchNet account. If you have already accessed ResearchNet, do not register for a new account.

General Application Process

1. In ResearchNet, complete all tasks listed for your funding opportunity following the on-screen instructions in one of the official languages.
2. Determine what signatures are needed for each part of your application. See the funding opportunity, and the Meaning of Signatures in the Grants and Awards Guide.
3. Print the Signature pages, found in ResearchNet needed for the funding opportunity.
4. Offline, obtain signatures for all signature pages, and for any other material needing signatures.
5. Review the funding opportunity How to Apply section under the subsection entitled "Additional Information required for this Funding Opportunity", and provide the additional information requested.
6. Preview the Full Application Package version of your application in ResearchNet using the "Preview Application Materials" task to ensure that your application is complete.
   Note: What you see previewed is exactly how your application will look when submitted to CIHR electronically.
7. Indicate that you have verified the application for completeness on ResearchNet.
8. Submit the completed electronic application to CIHR through ResearchNet by completing the "Consent and Submit Application" task on ResearchNet.
   Note: CIHR cannot legally accept your application until you complete this task.
9. Photocopy the signature pages for your records.
10. Courier the signed signature pages to CIHR before the application deadline date. (See ResearchNet for the address.)
11. Save the PDF version of the complete application.
12. For technical help, call 613-941-9080 or e-mail support@researchnet-recherchenet.ca, and for more information email info@cihr-irsc.gc.ca.
A complete application consists of a

- Submitted ResearchNet Application including all signatures
  - Task 1. Identify Participants/Supervisors
  - Task 2. Identify Sponsors
  - Task 3. Attach Common CVs and Supporting Documents
  - Task 4. Enter Degree Information
  - Task 5. Enter Project Information and Supporting Documents
  - Task 6. Enter Space, Facilities and Personnel Support
  - Task 7. Enter Foreign Training Environment Rationale
  - Task 8. Attach Other Application Materials
  - Task 9. Apply to Priority Announcements (optional)
  - Task 10. Apply to Linked Programs (optional)
  - Task 11. Print and Send Signature Pages
  - Task 12. Confirm Documents Sent
  - Task 13. Preview Application Materials
  - Task 14. Consent and Submit Application

- Additional Information as stated in the How to Apply section under the subsection entitled "Additional Information required for this Funding Opportunity".

Task Tips

These Task Tips repeat information provided on ResearchNet in the field help "?". They are not a comprehensive list of information required to ensure completeness.

**Task 1: Identify Participants/Supervisors**

This task collects information on all participants involved in your research application, your supervisors, and the institution or organization that receives funds if your application is successful. Consult the Participant Categories for CIHR Grants on the CIHR website for more information.

**Task 2: Identify Sponsors**

This task collects information on the 3 sponsors whose assessments accompany your research application.

**Task 3: Attach Common CVs and Supporting Documents**

Participants, with the exception of collaborators, are required to upload an Application CV validated for CIHR. All documents must be in PDF format.

**Contributions - Details Attachments**

Please include the following sections in your attachment files, using the format described on the "Contributions - Details" screen of the Common CV.

**Contributions Details - Most Significant Contributions (limit to one page)**

**WARNING - Trainees**

This "Most significant contributions" section applies to researchers only and is not required for trainees.

Identify a maximum of five (5) contributions, with a maximum length of one page, that best highlight your contribution or activities in the field of research, defining the impact and relevance of each. A contribution is understood to be a publication, literary or artistic work, conference, patent or intellectual property right, contract or creative activity, commission, etc. Your complete description may include the organization, position or activity type and description, from and to dates, and the basis on which this contribution is significant (i.e. relevance, target community and impact).

**Contributions Details - Activities and Contributions (limit to one page)**

The activities and contributions defined in this section should include both academic and non-academic achievements, and their impacts.

Examples of entries follow. This is not necessarily a complete list, and is intended to provide guidance only.
• Committee membership
• For peer review committees, specify the year(s), the subject(s), and the funding organization
• For thesis examination committees, indicate the author, title of thesis, and university
• Consulting/contract activities
• Research development
• Research or technical reports
• Supervisory experience (e.g. training of students)
• Technology transfers (specify the nature of the activity and the target audience)
• Involvement in public, private, or non-profit sector activities
• Policy papers
• Presentations as guest speaker (public or invited lectures)
• Editorships (specify if editor-in-chief or member of the editorial team)
• Evaluation of articles for scientific, literary or artistic journals (specify title of journal and the number of articles evaluated)
• Knowledge translation/Dissemination activities
• Trainees might also mention development of a graduate seminar program, journal club or similar activity.

If some of these completed works do not seem to support the research theme of the team or centre to which you belong, provide the necessary explanations.

Contributions Details - Interruptions and Delays (limit to one page)

Identify any administrative responsibilities, family or health reasons, or any other factors that might have delayed or interrupted any of the following: academia, career, scientific research, other research, dissemination of results, training, etc. Common examples of an interruption/delay might be a bereavement period following the death of a loved one, maternity/parental leave, or relocation of your research environment.

Descriptions might include the start and end dates, the impact areas, and the reason(s) or a brief explanation of the absence.

Contributions Details - Patents and Intellectual Property Rights (limit to one page)

This section should include details for patents and intellectual property rights for technology transfer, products, and services. Do not include publications in this section.

Descriptions might include the title, patents or intellectual property rights number and date, country(ies) of issue, the name of the inventors, as well as relevance or impact of the stated item.

Contributions Details - Publications List (no page limit)

List your most important publications and other research contributions over the past five years, according to the categories below. This is not necessarily a complete list, and is only intended to provide guidance. Categories can be added as needed. Use only items pertinent to the application. There is no limit to the number of pages you can use.

For Training or Salary Support Awards Candidates

- Candidates for training awards or New Investigator awards should list all publications, not just those of the last five years.
- All candidates for training or salary support awards must, for each multi-authored publication, define their role in the publication and indicate their percent contribution to the team effort.
- Candidates for training awards, with or without publications, are invited to comment on environmental factors that affected their capacity to publish.
- Candidates for salary support awards should, for multi-authored publications, underline the names of trainees whose work they supervised.

Contributions Details - Titles and Contributions (maximum two pages)

For Proposed Supervisors of Training Award Applicants

- Attach a maximum of two pages listing the titles and contributions over the past 5 years that will serve the application best.

Use each applicable category as a different sub-title; maintain the same presentation order as shown below. In all instances, use the reference format for complete bibliographical notes of each original publication. Indicate the source of funding, if applicable.

Categories
- Published refereed papers (original articles published in journals with editorial review)
- Accepted or in press refereed papers (attach acceptance letters)
- Submitted refereed papers
- Published books and monographs (as author or editor)
- Accepted or in press books and monographs
- Submitted books and monographs
- Published contributions to a collective work and book chapters (including chapters written on invitation or collective works derived from conferences or symposiums)
- Accepted or in press contributions to a collective work and book chapters (including chapters written on invitation or collective works derived from conferences or symposiums)
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- Submitted abstracts (including name of journal, title of article, and date submitted)
- Works including individual or collective literary or artistic works (e.g. novels, short stories, poetry, film, video, visual arts work, booklet, record, sound creation, book of artists, collection, exhibition catalogue, etc.)
- Research reports or reports produced for the government
- Articles in professional or cultural journals without review committee (including popularized texts)

**Task 4: Enter Degree Information**

This task collects information on any Degrees, Qualifications, Certificates and/or Licenses in progress as well as Degrees for which support is being requested.

Indicate if there is a degree in progress. You must specify at least one degree for which support is being requested to complete this task.

**Task 5: Enter Project Information and Supporting Documents**

This task collects information related to your research project.

**Project Title**

Your Project Title is the way that CIHR identifies your research project. For this reason you cannot edit your Project Title.

**Lay Title**

Provide a title for your project that is in a language clear to members of the general public. Lay titles are used by CIHR to inform the public and Parliament about the valuable research supported through public funds.

**Lay Abstract**

Describe your project in a way that is accessible to a lay audience. Be sure to indicate how your proposed research can improve personal health, the health of populations and/or the health delivery system. This information is used by CIHR to inform the public and Parliament about the valuable research supported through public funds.

**Institution Paid**

Institution that will administer the funds for your project. Consult the Eligible Individuals and Institutions on the CIHR website for more information.

**Certification Requirements**

If you are awarded a grant, the necessary certification requirements must be met in accordance with policies on ethical conduct of research. Relevant policies:

- Tri-Agency Memorandum of Understanding on the Roles and Responsibilities in the Management of Federal Grants and Awards
- CIHR Funding Policies

**Aboriginal People**

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The guidelines recommend applicants to include with their application a Research Agreement, signed and dated by the appropriate community authority when their project is submitted for review by their institutional Research Ethics Board (REB). An example of a Research Agreement is provided in the guidelines document which addresses some of the articles outlined in the Guidelines.

In situations where obtaining a formal Research Agreement is not necessary or desirable from the community’s perspective, applicants should attach a letter of community approval and a short statement of justification explaining why no Research Agreement is included when submitting their project for review by their institutional Research Ethics Board (REB).

In addition, applicants must inform themselves about any formal review processes that may exist within the community. In communities with local Aboriginal Research Ethics Boards (REB) or other formal means of local Aboriginal research review, applicants should submit their proposals for local approval before submitting to their institutional REBs. Consider that in these cases, the local review process is likely to be the primary means by which to obtain the signed Research Agreement or letter of community approval required by CIHR.

A Research Agreement included in an application to CIHR will not be reviewed by a CIHR peer review committee. In order to demonstrate the feasibility of your research proposal, you are encouraged to include letters of support/collaboration from the Aboriginal communities involved in the research in lieu of a Research Agreement. These documents should be uploaded in the letters of support section of the Other Application Materials Section.

Any questions or comments may be sent to the Aboriginal Ethics Guidelines mailbox at aeg@cihr-irsc.gc.ca.

**Percentage of Time Spent on Different Activities**

Indicate the percentage of time to be spent on different activities. Awardees are expected to spend at least 75% of their time in research training (Research + Course work). The total Percentage of Time for all activities can not exceed 100%.

**Project Descriptors**

Provide keywords to describe your research project, the techniques and the methodologies it will employ, and the areas of interest.

**Areas of Research**

Select the areas of research that best describe your proposal from the list provided.

**Classification**

Select the classifications that best describe your proposal from the list provided.

**Themes**

Select a primary theme classification. Indicate additional theme classifications only if the substance of the grant application significantly overlaps more than one theme. Consult the Definition of the four CIHR themes on the CIHR website for more information.

**Suggested Institutes**

Select a primary CIHR Institute whose research mandate is related to this application's research area(s) and objective(s). Additional Institutes should only be selected if the substance of this grant application significantly overlaps with the research mandate of more than one Institute.

**Attachments**

All attachments must adhere to the guidelines for attachments on the Acceptable Application Module Formats.

**Training Expectations**

Follow these guidelines to prepare your document:

- At the top of each page, indicate your name and the title “Training Expectations”
- The following details and / or instructions must be printed on the first page of the document (they can be copied and pasted from this page and printed in smaller font, however they must be legible)
- Insert a margin of 2cm (3/4 inch) - minimum - around the page
- Use a font size of 12 point, black ink. Six lines per inch. No condensed type or spacing.
- Maximum 2 pages.

Text to be attached:
**Master's, Doctoral Research Award Candidates:** Provide an overview describing how the training you expect to acquire will contribute to your productivity and to the research goals you hope to achieve.

**Fellowship Award Candidates:** Provide an overview of how your previous research training relates to the present proposal and elaborate on your career goals. Describe how the training you expect to acquire will contribute to your productivity and to the research goals you hope to achieve and how this award will enable you to establish yourself as an independent investigator. Indicate why you decided upon the training location and what you expect to learn from the training experience. In addition, if you are planning to hold this award in the same institution where you completed your PhD, please justify.

**Clinician Scientist (Phase 1) Award Candidates:** In addition to the information requested of a Fellowship Award Candidate, indicate how you will eventually combine research and clinical practice; and describe your career expectations at the completion of the training and the contribution you plan to make at the Nominating Institution.

**Research Proposal Summary**

The title and summary of the research project should be completed in collaboration with the proposed supervisor(s). Both the candidate and the proposed supervisor(s) must provide their signature to confirm the accuracy of the proposed training program.

Follow these guidelines to prepare your document:

- At the top of each page, indicate your name and the title of the section
- The following details and / or instructions must be printed on the first page of the summary (they can be copied and pasted from this page and printed in smaller font, however they must be legible)
- Insert a margin of 2cm (3/4 inch) - minimum - around the page
- Use a font size of 12 point, black ink. Six lines per inch. No condensed type or spacing.

Text to be attached:

- Project Title
- Summary of the research project. Include the specific hypothesis of the research and describe the candidate's role on the project. This summary should be written in general scientific language. For Master's, Doctoral Research Awards and Fellowships Funding Opportunities, no additional pages may be added (one page total). Page limits include references.

**Task 6: Enter Space, Facilities and Personnel Support**

This task describes the space, facilities and personnel support that is available to the candidate.

**Task 7: Enter Foreign Training Environment Rationale**

This task identifies whether or not the research is conducted outside of Canada.

**Task 8: Attach Other Application Materials**

Upload any other application materials you wish to include with your application package. All documents must be in PDF format.

You may attach:

- For applications in partnership with an Rx&D member company: a paragraph describing Relevance to the Translational Objectives of CIHR.

**Task 9: Apply to Priority Announcements (optional)**

Priority Announcements are listed on the CIHR website in June and December of each year together with CIHR's other current funding opportunities. For requirements on individual Priority Announcements (PAs), verify the "How To Apply" section of each PA on the Funding Opportunities page. This section will indicate if relevance information is required at the application stage.

Identify Priority Announcements and Relevant Research Areas

To apply for funding through a Priority Announcement, select the Priority Announcement title from the list and the Relevant Research Area(s) addressed by your proposal. Up to three Relevant Research Areas may be entered per application.

Priority Announcements for research related to an Institute's mandate are not listed here.
When an Institute is offering a Priority Announcement to fund research related to its mandate, your application will automatically be entered into the Priority Announcement competition if you have selected the Institute as a primary (or, in some instances, secondary) Institute under "Suggested Institutes" on the Project Descriptors page.

Describe (in one half-page) how the research proposed will address the relevant research area (if applicable).

**Task 10: Apply to Linked Programs (optional)**

You may request that your application be considered for funding through the following programs. These programs provide additional sources of funding and/or special recognition for applications on a competition by competition basis. When competitions of these programs are available they are listed on the CIHR website under Current Funding Opportunities.

**Task 11: Print and Send Signature Pages**

Print the signature page PDF file which is found on ResearchNet.

Obtain all required signatures. Verify the requirements for original signatures by consulting the sections titled Required Signatures on Application Forms and Meaning of Signatures on Application Forms in the CIHR Grants and Awards Guide. These signatures are required to be collected by the deadline date displayed above.

For those applications that include Partners, you must obtain the Partner's signature on the Partnership Module PDF and Partner Letter and mail the signed copies to CIHR. Check the "How To Apply" section of the funding opportunity description to verify if Partners are allowed for this funding opportunity along with the signature requirements.

After obtaining the required signatures **send only the signature pages** (including the Routing Slip) by the deadline date to CIHR via courier:

**Canadian Institutes of Health Research**  
160 Elgin Street, Room 97  
Ottawa, ON, K1A 0W9  
Canada

**Task 12: Confirm Documents Sent**

The documents listed below must be sent to CIHR courier-stamped by the deadline date in order for your application to be considered complete.

Official transcripts of the candidate's complete academic record to date must be included. CIHR will only accept an official student's copy of the transcript if submitted in the original sealed envelope from the institution. Certified true copies will only be accepted from institutions outside North America.

**For Doctoral Research Awards, the following documents are required:**

- Transcripts (including Undergraduate transcripts)

**For Fellowships, the following documents are required:**

- Transcripts (Graduate and/or Health Professional Training, including Proof of Graduate Degree completed)

**For Canada Graduate Scholarships Master's Awards, the following documents are required:**

- Transcripts (including Undergraduate & Graduate transcripts)

**Task 13: Preview Application Materials**

Review your application and print a PDF copy. If a task is incomplete, you must provide the missing information to successfully submit your application.

**Task 14: Consent and Submit Application**

Submit Application

You must indicate whether or not you consent to the terms listed below before you submit your application.

You must click Submit to send your application to CIHR.