



NSERC IPS CHECKLIST

Please refer to the Faculty of Graduate Studies website for award description, eligibility, and application procedures:

<http://www.grad.ubc.ca/awards/nserc-industrial-postgraduate-scholarships-ips>

Completed NSERC IPS application should contain the following:

NSERC Form 200 – available at <http://www.grad.ubc.ca/forms/nserc-form-200>

Cover Page (signed by student)

Page 1 – Academic Background and Work Experience

Page 2 – Academic, Research, and Other Relevant Work Experience

Page 3 – Type of Award, Key Words, Proposed Location of Tenure

Page 4 – Scholarships and Other Awards Offered

Page 5 – Theses Completed or in Progress – IPS2 APPLICANTS ONLY

Outline of Proposed Research (free-form) – one page maximum

Description of how project will benefit from company interaction – additional half page Contributions and Statement (free-form) – two pages maximum

Appendix 3 – OPTIONAL

Official postsecondary transcripts

Information on Sponsoring Company to establish eligibility for the program – only required if company has not participated in NSERC-IPS program before. Please use **NSERC Form 183B – Application for Eligibility of Organizations to Participate in NSERC Programs** available at

<http://www.grad.ubc.ca/forms/nserc-ips-form-183b>

Signed statement from UBC supervisor, which declares the following:

No financial interest in the sponsoring company

No funds from sponsoring company to supervisor for different project

UBC conflict of interest guidelines have been adhered to

No NSERC grant funds awarded to supervisor will be used to pay student

Letter from Industrial Research Supervisor. This one- to two-page letter must cover each of the following topics:

Description of facilities, including research facilities, offered by the host organization

Credentials of industrial research supervisor and other organization staff directly involved in the student's project

Expected tasks for the student

Planned interactions between the student and organization staff

Details of any travel or field work that will be required of the student

Letter of support in cases where student's GPA is below first-class (signed by head of department)

Proposed Research Schedule & Activities (Sample Work Schedule) available at

<http://www.grad.ubc.ca/forms/nserc-ips-proposed-research-schedule-activities-example>

NSERC IPS Agreement (3 original, signed copies required) – available at

<http://www.grad.ubc.ca/forms/nserc-ips-agreement>

IPS & IIS Consent to Disclosure of Personal Information form – available at

<http://www.grad.ubc.ca/forms/ips-iis-consent-disclosure-personal-information-form>

Nomination letter from Dean of Faculty of Graduate Studies will be provided by the Faculty of Graduate Studies once the application materials have been submitted.