Eligibility
See http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp#a4 for eligibility criteria

Completeness
See http://www.cihr-irsc.gc.ca/e/38887.html for application instructions

Important Reminder regarding application completeness
• As noted in the graduate program procedures document, applications submitted to G+PS by the October nomination deadline will then be submitted to adjudicators without further corrections, due to the compressed competition timeline required by the Tri-Agencies. Applications will still be reviewed by G+PS (and corrections requested), but this will occur simultaneously with adjudication so any corrections (ex. missing transcripts or reference forms added) will only be reflected in the final application file submitted to the Tri-Agency for nomination. For Affiliated Fellowship applications, as there is no national competition, adjudicators will only see the version of the application files that were submitted by graduate programs. This means any items missing at the time of the graduate program nomination deadline (ex. transcripts, Affiliated reference forms) may negatively affect the applicant’s ranking in adjudication. It is not possible to add missing documents or submit revised documents to adjudicators once adjudication has commenced.

Application Materials
• Routing Slips and Signature Pages (3 pages)
• Application Details: the web-based Doctoral Award application form
  o 6 pages if the applicant did not select any optional “priority announcements”
  o 8 or more pages if they selected any optional “priority announcements” (will be labelled as “relevance form”)
• Lay Title and Lay Abstract (1 page)
• Training Expectations (2 pages, maximum)
• Research Project Summary (1 page maximum, including references)
• Confirmation of Scientific Area form
• Voluntary Self-Identification Form for Indigenous Applicants (optional)
• Doctoral Studies Timelines form
• Transcripts
• Sponsor Assessment form (must be 2 forms)
• Canadian Common CV (CCV)
• Contributions Details - Publications List (optional, 2 pages maximum)
• Proof of Canadian citizenship or permanent resident document

Note: the application files are automatically compiled and arranged in a particular order in the CIHR system. Applicants or graduate programs do not need to re-arrange files into this order.

SIGNATURE PAGES FORM (3 pages total)
• Page 1 lists the “routing slip”
• Page 2 must identify the primary supervisor – supervisor’s signature can be obtained at a later date (in early November for UBC’s nominees)
  o If this page is absent, the applicant has not yet added their primary supervisor in the “identify participants” task in ResearchNet
**APPLICATION FORM PAGE 1**

<table>
<thead>
<tr>
<th><strong>Funding Opportunity</strong></th>
<th>Must be “Doctoral Research Award: Frederick Banting and Charles Best Canada Graduate Scholarships Doctoral Award: 2020-2021”</th>
</tr>
</thead>
</table>
| **Proposed Start Date** | Should be “2021-05-01”, “2021-09-01” or “2022-01-01”. These are the only valid award start dates. If entered incorrectly, return to student for corrections.  
This section is free form in the application system so it's possible for students to enter incorrect dates. |
| **Institution** | Should be "University of British Columbia"  
In rare cases, may be an institution that is not “University of British Columbia” (see details below) |
| **Primary location where research to be conducted** | Should be “University of British Columbia”  
Can be hospitals or research institutes that are affiliated with UBC  
In rare cases, may be an institution that is not “University of British Columbia”  
  - Applicants who were registered at UBC during the year of application (2020) but are no longer registered at UBC, and are not currently registered at another institution, would apply through UBC, even if they plan to undertake a PhD at another institution in 2021  
  - See Tri-Agency flowchart: "Where should I submit my application?"  
  - Institutions and graduate programs are still required to review and rank such applications the same as they would an applicant that will undertake their PhD at UBC  
  - Questions can be directed to graduate.awards@ubc.ca |
| **Institution which will review application** | **Institution Paid** must be “University of British Columbia” |
| **Period of support requested** | Must be 3 years |
| **Budget section** | N/A for CIHR CGS-D applicants, should be blank |

**APPLICATION FORM PAGE 2**

<table>
<thead>
<tr>
<th><strong>Other Project Information</strong></th>
<th><strong>Sex and/or gender considerations</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The applicant is asked to “describe how sex and/or gender considerations will be integrated into your research proposal or explain why sex and/or gender are not applicable to your research proposal”</td>
</tr>
<tr>
<td></td>
<td>Either “yes” or “no” response requires that the applicant to describe how such considerations will be considered in their research design or are not applicable (limit of 2000 characters, including spaces)</td>
</tr>
<tr>
<td></td>
<td>Consult CIHR’s guidelines to <a href="#">sex and gender based analysis</a></td>
</tr>
</tbody>
</table>
APPLICATION FORM PAGE 3

Citizenship

- Must be Canadian citizen or Permanent Resident
- If permanent resident:
  o Date indicated must be on or before 15 September 2020
- If Other: not eligible for CIHR – citizenship

Note: Subsequent application form page numbers will vary in application forms based on whether the applicant selected a “priority announcement”. As a result, the headings of each page are noted rather than page numbers.

APPLICATION FORM – REQUEST TO BE CONSIDERED FOR THE FOLLOWING…

- “Request to be considered for the following Priority Announcements/Funding Pools”
- Optional
- 1 page form per “priority announcement”
- An applicant can be considered for up to three, see: https://www.researchnet-recherchenet.ca/mr16/viewOpportunityDetails.do?progCd=11079&language=E&org=CIHR

APPLICATION FORM – RELEVANCE FORM

- Optional
- 1 page form per “priority announcement”

APPLICATION FORM – OTHER APPLICANTS

- Must be included in application
  - If this page is missing, the applicant has not yet added their supervisor in the “Identify Participants” task in ResearchNet
  - At least one primary supervisor must be identified
  - Supervisor’s CV is not a requirement

APPLICATION FORM – DESCRIPTORS/THEMES/SUGGESTED INSTITUTES

- Must be included in application

APPLICATION FORM - SPONSORS

- Must be included in application

LAY TITLE AND LAY ABSTRACT

- Must be included in application

FREE-FORM – GENERAL GUIDELINES

- For the submission of attachments, candidates must use either Arial, Calibri or Times New Roman font size of 12 point, black type (other font may be used, but must be of similar size appearance of those indicated).
- Maximum of six lines per inch, margin of 2 cm (3/4 inch) minimum around the page.
- Do not use condensed/narrow font sizes, type density, or line spacing.
- Smaller text in tables, charts, figures, graphs, and references (format at discretion of candidates) is acceptable, as long as it is legible when the page is viewed at 100%.
- Have presentation standards been followed? If not, documents must be revised.
FREE-FORM – TRAINING EXPECTATIONS

- Maximum 2 pages

FREE-FORM – RESEARCH PROJECT SUMMARY

- Maximum 1 page, including references

CONFIRMATION OF SCIENTIFIC AREA FORM

- 1 page form, must use CIHR’s form
- Applicant can upload a blank form for the September 15 application deadline
- Supervisor’s signature can be obtained at a later date
- If an applicant is selected by UBC to be nominated to the national competition, the applicant will be contacted in November to obtain signature and upload completed form

DOCTORAL STUDIES TIMELINES FORM

- 2 page form, must use CIHR’s form
- Verify that the applicant has filled out the form correctly based on their academic history

TRANSCRIPTS

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Required: Up-to-date official transcripts of all undergraduate and graduate studies</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>UBC transcript: Copy of UBC Academic History from SISC or UBC official transcript, including 2020W1 registration for all current students (including the ones with no registration prior to September 2020)</td>
</tr>
<tr>
<td></td>
<td>- Please append one copy of UBC transcript key to the SISC print-out. The current version is available on the Awards Resources for Programs webpage.</td>
</tr>
<tr>
<td></td>
<td>Other transcripts: Copies of official transcripts for all post-secondary studies outside UBC</td>
</tr>
<tr>
<td></td>
<td>For further details, refer to the transcript checklist that is posted on the Awards Resources for Programs webpage.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Months of study check</th>
<th>The CIHR application form does not ask students to indicate their months of study on any page; however, you must verify via the transcripts that the applicant is eligible for the CGS-D award</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CIHR CGS-D months of study eligibility requirements are:</td>
</tr>
<tr>
<td></td>
<td>- have completed no more than 24 months of full-time study in their doctoral program by December 31 of the calendar year of application if previously enrolled in a master’s program</td>
</tr>
<tr>
<td></td>
<td>- have completed no more than 36 months of full-time study in their doctoral program by December 31 of the calendar year of application if enrolled in a joint program; for example, MD/PhD, MA/PhD</td>
</tr>
<tr>
<td></td>
<td>- applicants who fall into this category have access to the 36-month window whether or not they were previously enrolled in a master’s program</td>
</tr>
<tr>
<td></td>
<td>- have completed no more than 36 months of full-time study in their doctoral program by December 31 of the calendar year of application if enrolled directly from a bachelor’s to a PhD program (with no time spent in a master’s program)</td>
</tr>
</tbody>
</table>
direct-entry applicants must be enrolled in their doctoral program at the time of application
• Further details: https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp#a4

SPONSOR ASSESSMENTS
• Must be 2 provided
• No signature needed

CANADIAN COMMON CV (CCV)
• Must be “CIHR Academic” format
• Current program of study (UBC 2020-2021, if current UBC student) must be listed
• Check to see if the applicant notes a previous doctoral-level scholarship or fellowship from CIHR, NSERC or SSHRC. Per the eligibility requirements, applicants cannot have already receive a doctoral-level scholarship or fellowship.

FREE-FORM –PUBLICATIONS LIST
• Maximum 2 pages, optional
• This section allows the applicant to include supplemental information for each entry made under the “Publications” section in their CCV

PROOF OF CITIZENSHIP OR PERMANENT RESIDENCE
• The following are the acceptable forms of proof:
  o Certificate of Canadian Citizenship;
  o Birth Certificate/ copy of an act issued by the proper provincial government authority;
  o Valid Passport;
  o Permanent Resident Card;
  o Form IMM 1000;
  o Form IMM 5292;
  o Valid Indian Status Card

CRITERIA-BASED AFFILIATED FELLOWSHIPS
• Current list (for 2021-2022) is available at: https://www.grad.ubc.ca/forms/list-criteria-based-affiliated-fellowships
• Not part of CIHR application; to be provided by, or requested from, students in order to be considered for criteria-based awards
• Award numbers entered into nomination data sheet by grad programs
• Append to CIHR application if student is applying for any of these awards

Important Note: If applicant is to submit their CIHR application directly to CIHR or through another Canadian university, they must also submit a full Affiliated Fellowships application to their UBC graduate program (if they are eligible to do so) in order to be considered for Affiliated Fellowships funding.
<table>
<thead>
<tr>
<th>Tasks</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify Participants</td>
<td>• In addition to applicant, applicant must also identify a supervisor. If only one supervisor, it must be selected as “Primary Supervisor”.</td>
</tr>
<tr>
<td>Identify Sponsors</td>
<td>• Two sponsor assessments are required.</td>
</tr>
</tbody>
</table>
| Enter Proposal Information    | • “Institution Paid” must be University of British Columbia (CAAA)  
  • Upload “Training Expectations” and “Research Project Summary” as other attachments                                                                                                                 |
| Attach Other Application      | • “Other” = [Confirmation of Scientific Area Form (signature can be blank at the time of application)]                                                                                                    |
| Materials                     | • “Transcripts” must include “[Doctoral Studies Timelines]” form, which must be uploaded as one single PDF with all required transcripts                                                                      |
| Apply to Priority Announcements / Funding Pools | • See: https://www.researchnet-recherchenet.ca/rnr16/viewOpportunityDetails.do?progCd=11079&language=E&org=CIHR if the application is relevant to a specific CIHR research area  
  • An applicant can be considered for up to three options                                                                                                                                          |
| Print/Upload Signature Pages  | • Should be 3 pages  
  • Signatures are not required at the time of application. Signatures will be obtained for UBC’s nominees in November.                                                                                   |
| Preview                       | • Ensure consistency between the various sections of the application                                                                                                                                       |
| Consent and Submit            | • Be particularly careful when determining if your application should be submitted to a Canadian Institution with a quota or directly to CIHR.                                                            |