



## NSERC DOCTORAL APPLICATION CHECKLIST - 2020-2021 COMPETITION

- Reminder: As of 2019, the Tri-Agencies have harmonized the CGS-D. There is one webpage for the SSHRC, CIHR and NSERC CGS-D: [http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD\\_eng.asp](http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp).
- NSERC offers the NSERC CGS-D (\$35,000) and NSERC PGS-D (\$21,000). The NSERC CGS-D and PGS-D have identical eligibility requirements, application procedures, and conditions of the award.

### Eligibility

- See [http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD\\_eng.asp#a4](http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp#a4) for eligibility criteria for scholarship support
- Also, see [http://www.nserc-crsng.gc.ca/NSERC-CRSNG/Eligibility-Admissibilite/students-etudiants\\_eng.asp](http://www.nserc-crsng.gc.ca/NSERC-CRSNG/Eligibility-Admissibilite/students-etudiants_eng.asp) for overall NSERC eligibility criteria for students and fellows

### Completeness

- See [http://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/instructions/201/pgs-pdf\\_eng.asp](http://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/instructions/201/pgs-pdf_eng.asp) for application instructions

### Order of Application Materials

- Form 201 Cover Page
- Form 201 page 1
- Form 201 page 2
- Form 201 page 3
- Form 201 page 4
- Form 201 page 5
- Outline of Proposed Research
- Bibliography (optional)
- Justification for Eligibility of Proposed Research (if applicable)
- Contributions and Statement
- Special Circumstances (optional)
- Transcripts
- Two (2) Report on the Applicant (references)
- List of Criteria Based Affiliated Fellowships (if student is applying for any)

### FORM 201 - COVER PAGE

<b>Citizenship</b>	<ul style="list-style-type: none"> <li>• Must be Canadian citizen or permanent resident</li> <li>• If permanent resident:             <ul style="list-style-type: none"> <li>• Date of landing must be on or before <b>17 September 2019</b></li> <li>• Both date of landing and country of citizenship are required</li> </ul> </li> </ul> <p>If Other: <b>not eligible for NSERC – citizenship</b></p>
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### FORM 201 - PAGE 1

<b>Academic background</b>	<ul style="list-style-type: none"> <li>• Current program of study (UBC 2019-2020, if current UBC student) must be listed</li> <li>• Check that student is currently registered in NSERC-supported field</li> </ul>
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### FORM 201 – PAGE 2

<b>Work experience</b>	<ul style="list-style-type: none"> <li>• “Position held and nature of work” column must include full-time/part-time information</li> </ul>
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### FORM 201 - PAGE 3

<b>Type of Award</b>	<ul style="list-style-type: none"> <li>Will be listed as “Postgraduate Scholarships - PGS D” – NSERC does not allow an option for applicants to select “CGS D” instead. NSERC will automatically consider top-ranked PGS D applicants for the CGS D.</li> </ul>
<b>Proposed start date of award</b>	Must be one of three choices: <ul style="list-style-type: none"> <li>2020/05; 2020/09; or 2021/01</li> </ul>
<b>Proposed degree program</b>	<ul style="list-style-type: none"> <li>Must be doctoral</li> </ul>
<b>Research subject code</b>	<ul style="list-style-type: none"> <li>Research subject code must be listed</li> </ul>
<b>Title of proposed research</b>	<ul style="list-style-type: none"> <li>Title of proposed research must be listed</li> </ul>
<b>Months of study in program</b>	<ul style="list-style-type: none"> <li>Count months of study completed as of <b>31 Dec 2019</b> in the program <b>for which they are requesting funding</b> To be eligible to apply, an applicant must:             <ul style="list-style-type: none"> <li>Have completed <b>no more than 24 months</b> of full-time study in their doctoral program by December 31 of the year of application (<b>no more than 36 months if transferred directly from Bachelors</b> to a PhD or enrolled in a joint program, e.g., MD/PhD, MA/PhD)</li> <li>Two terms of part-time study count as one term of full-time study.</li> <li>The months of study completed are calculated starting from the date on which an applicant is officially registered in the doctoral program; this also applies to applicants:                 <ul style="list-style-type: none"> <li>registered in a Master’s program and subsequently transferred to a doctoral program (fast-track); or</li> <li>registered in a doctoral program, even if a Master’s degree is obtained as part of the program (e.g., MA/PhD)</li> </ul> </li> <li>An applicant who commenced studies in a doctoral program directly from an undergraduate program (i.e., never enrolled in a Master’s program) must be enrolled in their doctoral program at the time of application. These applicants may be eligible to apply to the CGS M program for their first year of doctoral funding.</li> <li>The agencies count all studies toward the doctoral degree for which funding is requested, whether or not they were completed at the degree-granting institution.</li> </ul> </li> </ul>
<b>Attending University at time of application</b>	<ul style="list-style-type: none"> <li>If applicant is not currently attending UBC, confirm application should be submitting application via UBC by reviewing the following table</li> </ul>

<b>Applicant’s status at time of application</b>	<b>Where to submit application</b>
Currently registered <b>in a degree program</b> at a Canadian institution with a quota. <b>Note:</b> This includes applicants on an approved leave of absence from a Canadian institution with a quota.	The Canadian institution at which the applicant is currently registered.
Currently registered concurrently at a Canadian institution with a quota <b>and</b> at a foreign post-secondary institution (e.g., in a cotutelle).	The Canadian institution at which the applicant is currently registered.
Not currently registered in a degree program but <b>was registered at any other time during the year of application</b> in a degree program at a Canadian institution with a quota.	The Canadian institution at which the applicant was registered in a degree program.

Applicant's status at time of application	Where to submit application
Currently registered at an institution (Canadian or foreign) without a quota for the selected agency.	Directly to NSERC.
Not registered at any time during the year of application in a degree program at a Canadian institution with a quota for the selected agency.	Directly to NSERC.

## FORM 201 - PAGE 4 – SCHOLARSHIPS AND OTHER AWARDS OFFERED

- Required for all award applications
- All columns should be filled out for each award 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.

## FORM 201 - PAGE 5 – THESIS INFORMATION

- Applicants to include most relevant (can be Master's thesis or current doctoral research)

## FREE-FORM – GENERAL GUIDELINES

- Applicants are responsible for submitting a complete application that conforms to NSERC On-line Presentation and Attachment Standards: [http://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/pdfatt2\\_eng.asp](http://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/pdfatt2_eng.asp)
- Have margin (minimum 3/4 inch) and font size (minimum 12-pt) guidelines been followed? If not, return to applicant to be revised
- Name of applicant must be at the top right corner of each page, outside the set margins
- For multi-page attachments, attachment pages should be numbered sequentially

## FREE-FORM – OUTLINE OF PROPOSED RESEARCH

- Maximum 2 pages

## FREE-FORM – BIBLIOGRAPHY

- Optional; Maximum 5 pages

## FREE-FORM – JUSTIFICATION FOR ELIGIBILITY OF PROPOSED RESEARCH

- If applicable; Maximum 1 page
- Only required for applicants whose research is in a discipline that falls under the mandate of more than one federal granting agency (for example, psychology, management studies, geography, physical education, biomedical engineering, health sciences, bioinformatics, biostatistics, etc)

## FREE-FORM – CONTRIBUTIONS AND STATEMENT

Contributions and statement (**maximum 2 pages for all sections together**)

- Part I - Contributions to research and development
- Part II - Most significant contributions to research and development
- Part III - Applicant's statement
  - Research experience
  - Relevant activities
  - Special circumstances

## FREE-FORM – SPECIAL CIRCUMSTANCES

- Optional; Maximum ½ page.

## TRANSCRIPTS

Required: up-to-date official transcripts of all undergraduate and graduate studies

- Copies of official transcripts for all post-secondary studies outside UBC
- Copy of UBC Academic History from SISC or UBC official transcript, including 2019W registration for all students (including the ones with no registration prior to September 2019)
  - 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](#).
- Additionally, the transcripts must be uploaded to the student's online application by the graduate program staff (not by student) no later than the G+PS application deadline
- See the [transcript checklist](#) for further details

## REPORT ON THE APPLICANT

- Must be 2 provided
- No signature needed
- Provided to programs by G+PS via Workspace after the application deadline

## CRITERIA-BASED AFFILIATED FELLOWSHIPS CHECKLIST

- Current list (for 2020-2021) is available at: <https://www.grad.ubc.ca/forms/list-criteria-based-affiliated-fellowships>
- Not part of NSERC application; to be provided by, or requested from, students in order to be considered for criteria-based Affiliated Fellowship awards
- Award numbers entered into nomination data sheet by grad programs
- Check eligibility and append to NSERC application if student is applying for any of these awards

**Important Note:** If applicant is to submit their NSERC application directly to NSERC or through another Canadian university, they must also submit an Affiliated Fellowships application to their UBC graduate program (if they are eligible to do so) in order to be considered for Affiliated Fellowships funding.