# APPLICATION CHECKLIST – 2019-20 AFFILIATED FELLOWSHIPS HEALTH SCIENCES

## Eligibility

See https://www.grad.ubc.ca/awards/affiliated-fellowships-doctoral-program for eligibility criteria

## Completeness

For application instructions, see <u>https://www.grad.ubc.ca/forms/affiliated-fellowships-application-form-applicants-doctoral-funding-health-sciences</u>

#### **Order of Application Materials**

- Affiliated Fellowships Application Form
- Outline of Proposed Research (max 1 page including references)
- Contributions and Statement (max 2 pages)
- Transcripts
- Two (2) Reference Letters

#### **APPLICATION FORM PAGE 1**

Citizenship	•	If Canadian or permanent resident, must also apply for CIHR Doctoral competition if
		eligible. Otherwise, verify that the applicant is ineligible for CIHR DRA.

#### **APPLICATION FORM PAGE 2**

Degree Information	Verify proposed degree level in 2019-20 academic year: must be doctoral
Months of study	<ul> <li>Verify number of months of Master's and doctoral study listed by applicant</li> </ul>
Signature	<ul> <li>Application must be signed and dated by applicant</li> </ul>

#### **APPLICATION FORM PAGE 3**

Academic background	Must include current graduate program; if not, have applicant provide revised page 3
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#### **APPLICATION FORM PAGE 4**

Work experience  • Full-time/Part-time column must be filled out
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### **APPLICATION FORM PAGE 5**

Research funding	•	Required for all award applications
history	•	All columns should be filled out for each award listed

#### **APPLICATION FORM PAGE 6**

Thesis information	•	Applicants to include most relevant (can be Master's thesis or current doctoral research)
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### **CRITERIA-BASED AFFILIATED FELLOWSHIPS**

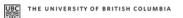
- Award numbers entered into nomination spreadsheet by grad programs
- Check eligibility and keep with the application if student is applying for any criteria-based awards

### FREE-FORM – GENERAL GUIDELINES

- Have margin (minimum ¾ inch) and font size (minimum 12-pt) guidelines been followed? If not, return to applicant to be revised
- Name and student number of applicant must be on top of each page

### FREE-FORM – PROPOSED RESEARCH

Maximum one (1) page



# FREE-FORM – CONTRIBUTIONS AND STATEMENT

- Maximum two (2) pages
- Contributions to research and development
- Most significant contributions to research and development
- Applicant's statement
  - o Research experience
    - o Relevant activities
    - o Special circumstances

#### TRANSCRIPTS

- Copies of official transcripts for all studies outside UBC
- Copy of UBC Academic History from SISC
- See transcript checklist for details

#### REFERENCES

Format	Ideally on Affiliated Fellowships Reference Form
	<ul> <li>Accepted if provided as free-form letter on letterhead</li> </ul>
Number	Must be two (2) provided
Signature	Must be signed
	<ul> <li>Faxed or scanned copies of signed reference forms will be accepted</li> </ul>
	<ul> <li>Email references and other documents without a signature will not be accepted</li> </ul>
Printed name, title, and	Must be completed
affiliation of referee	