

# Tips on Applying for Scholarships & Fellowships (SSHRC Doctoral and CGS-M)

# Award Values, Duration, Tenure



- SSHRC CGS-M: \$17,500 for one year; tenable only at Canadian Universities
- SSHRC Doctoral Fellowship: \$20,000 per year, variable duration; tenable at any university
- SSHRC CGS-D (for PhD): \$35,000 per year for 3 years; tenable only at Canadian Universities

- There is one [common application and application deadline](#) for all Tri-Council CGS-Masters.
- Application is at: [http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSM-BESCM\\_eng.asp](http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSM-BESCM_eng.asp)
- Eligibility: Canadian citizen or permanent resident.
- Value: \$17,500 for 12 months, non-renewable.
- **DEADLINE: December 1**
- The application calls for 1 page research proposal.
- The Canadian Common CV is a mandatory component (start early).
- Adjudication takes place at universities.

# CGS Master's Evaluation Criteria



<b>Academic Excellence</b>		<b>50%</b>
Research Potential		30%
Personal/Interpersonal Skills and Characteristics		20%

## CGS-M Indicators: Academic Excellence (50%)



Academic record (first class average)

- Scholarships and awards held
- Duration of previous studies
- Type of program and courses
- Course load
- Relative standing (if available)

# NEW: CGS D HARMONIZATION, as of 2020-21 competition



- The tri agencies (CIHR, NSERC and SSHRC) have instituted the first phase of the harmonized Canada Graduate Scholarships – Doctoral Program (CGS D). Several policies and procedures of the tri agencies have been harmonized, and there is now one harmonized deadline for universities to submit applications to the national competitions.
- Universities also have a harmonized deadline for internal review and selection purposes. Queen's SGS's deadline for applications to any agency's 2022-23 CGS D competition is **OCTOBER 14.\*\***
- The description of the harmonized program is here: [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)
- NEW THIS YEAR for SSHRC: All student must apply directly online by OCTOBER 14, 2021. The History Department requires a copy submitted to the Graduate Office by OCTOBER 18, 2021: [hist.grad@queensu.ca](mailto:hist.grad@queensu.ca)

# Applicant Eligibility, SSHRC Doctoral Funding



- be a Canadian citizen or a permanent resident of Canada, at the time of application;
- Have an A- (3.7) GPA in each of the past two years of study.
- have completed **no more than 24 months** of full-time study in their doctoral program as of December 31, 2019 (no more than 36 months as of December 31, 2019 if admitted directly from Bachelors to a PhD);
- submit only one doctoral award application in a given academic year. Nominations to the Vanier Canada Graduate Scholarship program do not count towards this limit;
- not have already received a doctoral-level scholarship or fellowship from CIHR, NSERC or SSHRC.

# Doctoral Level Evaluation Criteria (changed for all agencies)



Criteria	Value
Research Ability or Potential	50%
Relevant experiences and achievements obtained within and beyond academia	50%



# Research Potential (30%)



- Quality and originality of contributions to research and development
- Relevance of work experience and academic training to proposed field
- Significance, feasibility, and merit of proposed research
- Judgment and ability to think critically
- Ability to apply skills and knowledge
- Initiative, autonomy and independence

# Personal/Interpersonal (20%)



- Work experience
- Leadership experience
- Project management including organizing conferences and meetings
- The ability or potential to communicate concepts clearly and logically in written and oral formats
- Involvement in academic life
- Volunteerism/community outreach

# SSHRC PhD Evaluation Criteria #1



## **Research Ability or Potential (50%). Indicators are:**

- Quality of research proposal
- Relevant training
- Research experience and achievements
- Quality of contributions and extent to which they advance the field of research.
- Demonstration of sound judgment and ability to think critically
- Demonstration of responsible and ethical research conduct
- Enthusiasm for research, originality, initiative, autonomy, relevant community involvement and outreach
- The ability or potential to communicate theoretical, technical and/or scientific concepts clearly and logically in written and oral formats

# SSHRC PhD Evaluation Criteria #2



**Relevant experience and achievements obtained within and beyond academia (50%). Indicators are:**

- Scholarships, awards and distinctions
- Academic record
- Professional, academic and extracurricular activities as well as collaborations with supervisors, colleagues, peers, students and members of the community such as:
  - mentoring, supervising and/or coaching
  - managing projects
  - participating in science and/or research promotion
  - community outreach, volunteer work and/or civic engagement
  - chairing committees and/or organizing conferences and meetings
- participating in departmental or institutional organizations, associations, societies and/or clubs

# Adjudication within Queen's



- Fellowship Committee of the Arts Graduate Council reviews and recommends which SSHRC **PhD** applications will go forward to national competition.
- Fellowship Committee of the Arts Graduate Council reviews all **CGS-Master's** SSHRC applications. Decisions will be made at Queen's on those recommended for funding.

# National Adjudication of PhD



- Each national committee reads 70-90 files
- Each application is assigned a score between 1 and 10.
- Each reviewer's scores need to range from best (10/10) to worst (1/10).
- Reviewer's scores are compared during a conference call and discrepancies are solved.

# Top Tips - I



- Start early
- Read other successful applications
- Visit the website, know what is expected of you, your referees and your institution. Follow the instructions.
- Give yourself enough time to submit drafts and incorporate feedback.
- Choose your referees carefully and provide your referees with information about:
  - The adjudication criteria
  - The timeline
  - Yourself and what you have done to merit an excellent reference

# Top Tips - 2



- Structure your proposal clearly
- Start snappy
- Speak outside your discipline and your field (adjudication committees are multi-disciplinary)
- Keep literature review section succinct
- Understand the difference between refereed and non-refereed contributions
- Clarify your research contributions



# Top Tips - 3



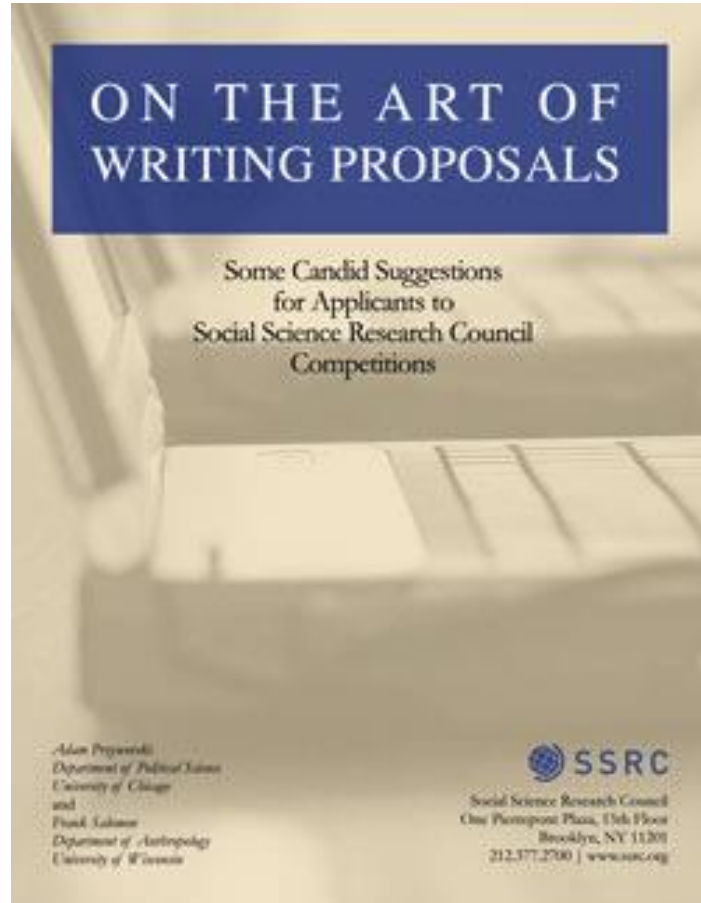
- Suggested structure of proposal:
  - First page (the “what”):
    - Broad topic, brief reference to gaps in literature, research questions and objectives
  - Second page (the “how”):
    - Methodology, theory, aspirations/contributions, justification for program/supervisor
- Consider using subheadings
- Use the space allotted (additional info discarded)
- Note: CGS-M allows one page only.

# Top Tips - 4



- Be concrete and feasible, avoid speculation and over ambitiousness.
- Describe your research in lay language, limit jargon and use of acronyms.
- Saying it does not make it so – provide evidence, support your statements.
- The submitted application should be polished.

# In Sum:



- Capture the reviewer's attention
- Aim for clarity
- Establish the context
- What's the pay-off?
- Use a fresh approach
- Describe your methodology
- Specify your objectives
- Final note

# Common Errors



1. Exceed space allowance or do not use all the space (e.g. short proposal).
2. Fail to abide by instructions about margins, font, transcripts, etc.
3. Incomplete applications.
4. Missed deadlines.

# Resources



SSHRC: [Resource Center](#)

[SSHRC Youtube](#)

Referees/supervisor

Graduate Program Coordinator  
(request a workshop or peer review)