

**Application Deadline: January 20, 2020**

**Post-Doctoral Fund – Post-Doctoral Fellowship Application Form**

\* Refer to the end of the application form for submission instructions

|  |
|--|
| Applicant's Name:                      |
| Completion Date of PhD and University: |
| Proposed Supervisor and Department:    |

**In the table below, please select the category which best aligns with your research discipline**

| <b>Check One</b> | <b>Category</b>                      |
|------------------|--------------------------------------|
|                  | Arts, Humanities and Social Sciences |
|                  | Health Sciences                      |
|                  | Natural Sciences and Engineering     |

Please provide the following:

1. Candidate's letter explaining why they wish to hold a PDF at Queen's University (maximum one page)
2. Candidate's Curriculum Vitae
3. Supervisor's list of current funding
4. Supervisor's budget indicating anticipated expenses to support the PDF, if necessary
5. Supervisor's list of publications (past five years)
6. Summary of supervisor's work in layman's terms describing the project, departmental interactions and a short description of the significance of the PDF to the supervisor's program of research (maximum one page)
7. Rationale from the Department Head/Director illustrating how the PDF will benefit the Department or School (maximum one page)

**Letters of Recommendation**

1. Two sealed letters of recommendation submitted from referees separately via email to Marianne Ferris ([ferrism@queensu.ca](mailto:ferrism@queensu.ca)) - **Do not attach these to the TRAQ DSS Form**

## Submission Instructions

Please attach the completed application form and any other documents in one file to your TRAQ DSS Form. The completed application file should be attached to the **Attachments** tab of the TRAQ DSS Form.

The TRAQ DSS Form is available in the TRAQ Researcher Portal. See TRAQ website ([www.queensu.ca/traq](http://www.queensu.ca/traq)) for sign on information and training materials.

## Application Signatures and Approvals

Note: The applicant provides his/her electronic signature when submitting the TRAQ DSS Form. The Department Head provides his/her signature when approving the TRAQ DSS Form. Both of these actions are dated and time stamped.

Note: Co-applicants listed in the TRAQ DSS Form will have access to the electronic file.

**IMPORTANT INFORMATION: All required electronic signatures must be completed in the TRAQ DSS Form by the application deadline or your application will not be considered. Please allow sufficient time in advance of the application deadline to ensure all electronic signatures are completed.**

Direct all application inquiries to: Marianne Ferris, 613-533-6000 ext. 78861, or e-mail [ferrism@queensu.ca](mailto:ferrism@queensu.ca)

Direct all TRAQ related questions to: TRAQ Help Desk, 613-533-6000 ext. 78426 or email [traq@queensu.ca](mailto:traq@queensu.ca)