Canada Graduate Scholarship – Master's

NSERC APPLICATION WORKSHOP

FALL 2023

TERRITORY ACKNOWLEDGEMENT

We acknowledge and respect the lək̓ʷəŋən peoples on whose traditional territory the university stands and the Songhees, Esquimalt and W̱SÁNEĆ peoples whose historical relationships with the land continue to this day.

ACCESSIBILITY STATEMENT

Workshop slides and an audio recording are available on the Faculty of Graduate Studies CGSD webpage. Content is available in Microsoft PowerPoint, Portable Document Format (PDF) and other formats upon request.

If you experience accessibility barriers with this presentation – or if you have suggestions about how we can become a more inclusive space – please contact Lisa Pender fgsaward2@uvic.ca

WORKSHOP AGENDA

Part 1 (25 minutes)

ABOUT THE AWARD
- funding
- eligibility
- review process

YOUR APPLICATION
- selection criteria
- tips for each section

RESOURCES
- info & contacts

Part 2 (25 minutes)

ADVICE | DISCUSSION | QUESTIONS
Dr. George Tzanetakis, NSERC Coach
Lisa Pender, FGS Scholarship Officer

While every effort has been made to provide accurate information, please refer to CGSM program material as your primary source of information.

RESEARCH COUNCILS | THE "TRI-AGENCIES"

Natural Sciences and Engineering Research Council (NSERC)

Social Sciences and Humanities Research Council (SSHRC)

Canadian Institutes of Health Research (CIHR)

- ✓ One scholarship application per year to either NSERC, SSHRC, or CIHR (you will indicate the research council in your CGSM application)
- ✓ Review the subject matter guidelines for Selecting the Appropriate Federal Granting Agency: apply to the correct research council based on subject matter of your research
- ✓ Consult your academic supervisor and/or the Faculty of Graduate Studies (FGS) Scholarship Officers (we can ask NSERC for advice if you provide a 1-page summary early in the process)
- ✓ UVic's NSERC CGSM quota is 15 for fall 2023 competition

FUNDING | SCHOLARSHIP

Canada Graduate Scholarship-Master's (CGSM)
- ✓ $17,500 for up to one year
- ✓ Canadian university
- ✓ Funding towards completion of a master's degree with a significant research component

- ✓ 2 chances to apply:
  - o Final year of undergraduate degree
  - o Within first 12 months of master's degree

Information about the CGSM program can be found on the NSERC website.

FUNDING | SPECIAL INITIATIVES

Indigenous Scholars Awards & Supplements Initiative
As part of the tri-agency commitment to strengthening Indigenous research capacity, this initiative provides financial support to meritorious Indigenous applicants to the CGSM program.

Black Scholars Initiative
The tri-agency Black Scholars initiative aims to strengthen equity, diversity, and inclusion in Canada's research culture by increasing support for Black Scholars.

Applicants who would like to be considered for these initiatives are invited to self-identify in the CGSM application.

FUNDING | SUPPLEMENTS

Supplement for Research in the Field of Impact Assessment

✓$10,000
✓No application required – you are automatically considered based on **key words** in your CGSM application
✓Details available at [NSERC Postgraduate programs](#)

ELIGIBILITY | APPLICANTS

- ✓ Canadian citizen, permanent resident of Canada or Protected Person as of the application deadline

- ✓ not have previously held a Tri-Agency master's scholarship

- ✓ be enrolled or have applied/will apply to an eligible program by the institution's application deadline

- ✓ program must include a significant research component that leads to the completion of a thesis, major research project, or dissertation

- ✓ first-class average*, as determined by the host institution, in each of the last two completed years of full-time study

*institutions may accept lower GPAs at their discretion – contact UVic Grad Studies for more information

ELIGIBILITY | MONTHS OF STUDY

You must have completed, as of December 31 of the year of application:

- either between **0 and 12 months of full-time study** (or full-time equivalent) in the program for which you are requesting funding, which may be one of the following:
  - **a master's program**
  - a doctoral program that you are entering directly from a bachelor's program without having ever been enrolled in any graduate programs (direct-entry)
  - a combined master's-doctoral program
  - a master's program that will transition to an eligible doctoral program, either before or after award activation, with no master's degree conferred (fast-track)
  - a master's program for which the degree requirements will be completed before the end of the award, allowing the award to continue into an eligible doctoral program

- or between 4 and 12 months of full-time study (or full-time equivalent) in an eligible master's program for which the degree requirements will be completed before activation of the award, allowing it to be activated during the first 12 months of the subsequent doctoral program for which you are requesting funding

REVIEW PROCESS

Apply through the online Research Portal managed by the Tri-Agencies by the deadline of December 1, before 8:00 p.m. (ET).

Campus review:

- o   Faculty of Graduate Studies reviews applications for completeness and eligibility
- o   Departments review and rank applications
- o   A multidisciplinary review committee of UVic faculty members scores applications

Award offers are made via the Research Portal on April 1, 2024

- o   Students have 3 weeks to accept or decline award offers
- o   Can only accept an award from one institution, and you attend that institution
- o   If successful you must take up the CGS-M at the school offering it (scholarships are not transferrable)

APPLICATION | GETTING STARTED

- ✓ Complete your application in the [Research Portal](#)
  - o Follow the [CGS-M Instructions for completing an application](#)
  - o Scroll through the Application Overview to find the components of your application

- ✓ Complete the [Canadian Common CV](#) (referred to as the CCV)
  - o Follow the [CGS-M Instructions for completing a Canadian Common CV](#)
  - o In the **CV tab**, select **Funding,** then under **Funding Source**, select **CGS-Master's**

- ✓ Save frequently as the application may time out
- ✓ Portals can get busy (and slow) near application deadlines
- ✓ Password re-sets are possible but can take time
- ✓ Technical support will be through the Tri-Agencies, not UVic
- ✓ Adhere to the [Research Portal presentation and attachment standards](#) ⟶ Important!
- ✓ No changes can be made to an application once it is submitted

APPLICATION | SELECTION CRITERIA

Available on the [NSERC CGSM webpage](#)

ACADEMIC EXCELLENCE 50% includes transcripts, GPA, scholarships & awards

RESEARCH POTENTIAL 30% includes research history, relevant experience & training, quality of research proposal

PERSONAL CHARACTERISTICS & INTERPERSONAL SKILLS 20% includes leadership, project management, community outreach, ability to communicate scientific concepts in orally & in writing

- ✓ Develop a strategy and consult with your academic supervisor and referees to ensure that all of your qualifications are reflected in the most appropriate section of the application.

  OUTLINE OF PROPOSED RESEARCH | REFERENCE ASSESSMENTS | CCV

APPLICATION | TIPS FOR EACH SECTION (1)

FIELD OF RESEARCH
✓ This is where you indicate whether you are applying to NSERC, SSHRC, or CIHR

MONTHS OF STUDY
✓ Determines your eligibility
✓ Should match the information in your transcripts

PROPOSED HOST INSTITUTION
✓ Choose up to 3 institutions: each university will see your application but will not know if you have applied to other institutions

✓ Under "Faculty", enter the academic unit, not a faculty member supervisor

APPLICATION | TIPS FOR EACH SECTION (2)

KEY WORDS AND FIELDS OF STUDY

✓ If you would like to be considered for the Supplement for Research in the Field of Impact Assessment this is where you will ensure that some of your key words are consistent with the key words listed on the Supplement webpage.

SPECIAL CIRCUMSTANCES

✓ Optional section to describe any circumstances that have affected your performance or productivity (e.g. project delays due to COVID-19 or interruption of program for parental leave)

✓ Be clear, brief, provide a timeframe, and avoid identifying others. Note that referees and reviewers will have access to this information.

APPLICATION | TIPS FOR EACH SECTION (3)

OUTLINE OF PROPOSED RESEARCH
- ✓ Write for your audience**s**: your department, UVic's campus reviewers from multiple NSERC disciplines
- ✓ Make your proposal more readable with way-finding headings (as space allows).
- ✓ Use a citation style that saves space (e.g., "Recent studies [3], [4], [7] have suggested…")

BIBLIOGRAPHY
- ✓ Follow citation conventions appropriate to your discipline
- ✓ Demonstrate that you are aware of both foundational and current works in your area of research/study

APPLICATION | TIPS FOR EACH SECTION (4)

TRANSCRIPTS

- ✓ Must be **complete** (all post-secondary studies including transfer courses, study abroad, and programs not completed)
- ✓ Must be **up-to-date** including fall 2023 registration
- ✓ <u>For applicants to UVic</u>:

  Transcripts from other institutions: must be official.

  Transcripts from UVic: official preferred but unofficial accepted.

- ✓ <u>For applicants to other institutions</u>:

  Consult their website for transcript specifications.

  If applying to more than one institution, meet the strictest requirements.

- ✓ Include one copy of the legend for each transcript.
- ✓ Must be in English, French, or accompanied by a certified translation.
- ✓ Scan all transcripts together and upload as a single PDF document

Refer to UVic's complete transcript requirements on the UVic CGSM webpage

APPLICATION | TIPS FOR EACH SECTION (5)

CANADIAN COMMON CV (CCV)

✓ Web-based application that provides a common format for gathering CV information required by federal funding agencies

✓ Choose the correct version of the CCV: in the **CV tab**, select **Funding,** then under **Funding Source**, select **CGS-Master's**

✓ Include as much information as you can to demonstrate that you meet the selection criteria

✓ If some sections are not relevant for you, leave them blank

✓ Record your confirmation number and attach the latest version of your CCV to your application in the Research Portal

APPLICATION | TIPS FOR EACH SECTION (6)

REFERENCE ASSESSMENTS

- ✓ One reference is typically from your master's academic supervisor, even if you have just begun your program. If your supervisor is unavailable, provide an explanation in the Special Circumstances section. The other reference is typically from an instructor.
- ✓ Contact referees early and provide them with the CGSM selection criteria, a copy of your research proposal, a CV or list of your qualifications, and the CGSM Instructions for completing the reference assessment form
- ✓ Involve referees in your application strategy: reference letters are a good place to add or emphasize qualifications that may not fit in other sections of the application
- ✓ Ask your referees to complete their Reference Assessments **earlier** than the deadline (you will not be able to submit your application without the references)

RESOURCES | INFO & CONTACTS

Visit the [FGS CGSM webpage](#) for a comprehensive list of program resources.

Lisa Pender, FGS Scholarship Officer for NSERC CGSD   fgsaward2@uvic.ca

Dr. George Tzanetakis, NSERC Coach for fall 2023   gtzan@cs.uvic.ca

UVic Centre for Academic Communication (CAC)

- Individual support for students writing grant proposals (your OUTLINE OF PROPOSED RESEARCH section).

- Visit the online booking platform to register for an account. If this is your first time visiting the CAC refer to these helpful instructions.

- Book an online or in-person appointment or choose same-day written feedback (no appointment necessary).

ADVICE | DISCUSSION | QUESTIONS

FACILITATED BY

Dr. George Tzanetakis, Computer Science

NSERC Coach, fall 2023