

NSERC DOCTORAL: SGS INFORMATION SESSION FOR STUDENTS

STACEY KWAN
FALL 2023

Important Disclaimer!

What is said (or not said) at this info session does not supersede the material contained in the agencies' guidelines or application packages.



UNIVERSITY OF TORONTO
SCHOOL OF GRADUATE STUDIES

STATEMENT OF ACKNOWLEDGEMENT OF TRADITIONAL LAND

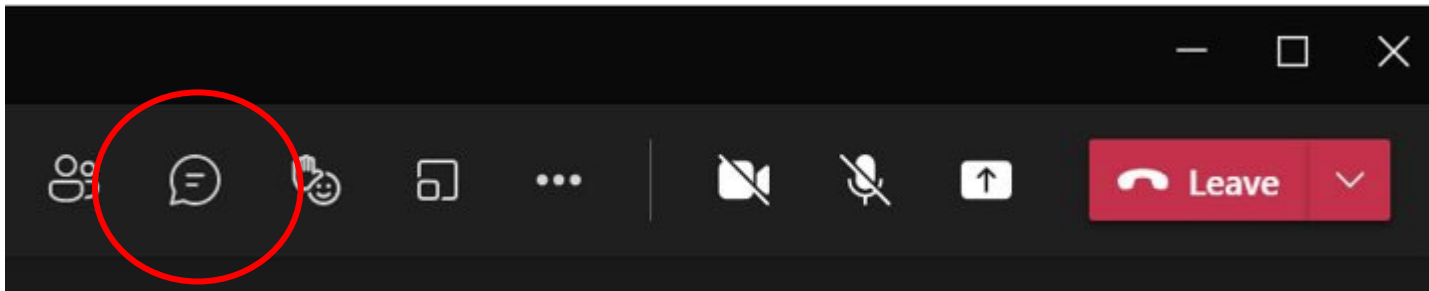
We wish to acknowledge this land on which the University of Toronto operates.

For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and the Mississaugas of the Credit River.

Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

MS TEAMS - ASKING QUESTIONS

- We are recording this session to be uploaded to the SGS website
- Quick clarification questions on a particular slide may be entered in the “chat” section during the presentation
- Save all other questions to the end of the presentation
- Slides will be available on the SGS website on the specific award page under “Additional Information”
 - <https://www.sgs.utoronto.ca/awards/canada-graduate-scholarships-doctoral-cgs-d-program/>



AGENDA

1. The Federal Tri-Agency Overview
2. NSERC Doctoral (PGS/CGS) Competition
 - Program Overview
 - Eligibility
 - Competition Evaluation Criteria & Weightings
 - Application Process & Components
 - Previous Results
3. Michael Smith Foreign Study Supplement
4. Additional Tips for Merit Based applications
5. Questions



FEDERAL TRI-AGENCY OVERVIEW

The federal Tri-Agency is the major federal source of funds for research and scholarship in academic institutions and is comprised of the 3 major research bodies:

- Canadian Institutes of Health Research (**CIHR**)
- Natural Sciences and Engineering Research Council (**NSERC**)
- Social Sciences and Humanities Research Council (**SSHRC**)

NSERC BASIC CRITERIA

- The program of research must be primarily in the natural sciences and engineering; and the intended objectives of the research must be, primarily, to advance knowledge in one of the natural sciences or in engineering.
- **Selecting the Appropriate Federal granting – subject matter eligibility helpful links**
 - Research mandates: https://www.science.gc.ca/eic/site/063.nsf/eng/h_FEE7261A.html
 - Specific examples: [Addendum to the guidelines for the eligibility of applications related to health](#)
- Applicants with questions on subject matter eligibility or those whose subject matter has a link, overlap, or future application to health (in particular drug discovery, disease diagnosis or treatment/prevention, development of medical devices, and collaboration with pharmaceutical companies), should [contact NSERC](#) with a one page summary of their research proposal in advance of submitting an application to seek clarification.
- Applicants working in research areas where boundaries overlap or are interdisciplinary are strongly advised to complete the **Justification for eligibility of proposed research** attachment.

NSERC PGS-D/CGS-D PROGRAM OVERVIEW

- **Award Types:**
 - **Post-Graduate Scholarship – Doctoral (PGS-D)**
 - \$21,000 / year for 3 years
 - **Canada Graduate Scholarship – Doctoral (CGS-D)**
 - \$35,000 / year for 3 years
- One single application (Form 201) to be considered for both programs
- Highest ranked applicants will be offered a CGS D, the next highest ranked will be offered a PGS D
- PGS D can be held abroad if you hold a degree from a Canadian University, a CGS D cannot be held abroad
- **Application Deadline:** set by the graduate unit



NSERC PGS-D/CGS-D ELIGIBILITY

To be eligible to apply, applicants must:

- be a Canadian citizen, a permanent resident of Canada or a Protected Person under subsection 95(2) of the Immigration and Refugee Protection Act (Canada), as of the application deadline
- have completed **no more than**:
 - **24 months** of full-time study in their doctoral program or the PhD portion of their joint professional undergraduate/PhD program (such as MD/PhD, JD/PhD, DVM/PhD) by December 31 of the calendar year of application if previously enrolled in a graduate program
 - This criterion also includes:
 - Students registered in a Master's program that have or will subsequently transfer (**fast-track**) to a doctoral program. If the successful transfer exam occurs after the beginning of the session, and doctoral registration is applied retroactively to the beginning of the session, the months of study completed are calculated starting from the doctoral registration date (i.e., beginning of the session).
 - Students registered in a Direct Entry PhD program but who have previously completed or were enrolled in any graduate degree program
 - **36 months** of full-time study in their doctoral program by December 31 of the calendar year of application if enrolled directly from a bachelor's to a PhD program (without having completed or enrolled in another graduate program);
 - direct-entry applicants must be enrolled in their doctoral program at the time of application;
 - Undergraduate students applying to a direct entry doctoral program (i.e., never enrolled in a master's program) are ineligible to apply for a CGS D until they are registered in their doctoral program, should apply for a CGS M to hold in their first year instead



NSERC PGS-D/CGS-D ELIGIBILITY CONTINUED

- **36 months** of full-time study in the **PhD portion** of their joint professional undergraduate/PhD program (such as MD/PhD, JD/PhD, DVM/PHD) by December 31 of the calendar year of application if they have not previously enrolled in another graduate program;
 - if you have not previously completed or enrolled in another graduate program, you **must** be enrolled in your joint MD/PhD program at the time of application
- **36 months** of full-time study in their joint program by December 31 of the calendar year of application if enrolled in a joint graduate program (such as, MA/PhD, MSc/PhD, MBA/PhD)
 - applicants who fall into this category have access to the 36-month window whether or not they were previously enrolled in a master's program.

Joint (Combined) programs

For applicants registered in a joint program and a master's degree is obtained as part of the program (e.g., MA/PhD, MSc/PhD), the months of study are calculated starting from the date on which an applicant is officially registered in the joint program (including the master's portion of the program).

NEW For applicants who are registered in a joint professional undergraduate/PhD program (such as MD/PhD, JD/PhD, DVM/PhD), only the months of study in the PhD portion will be counted.

- if you have not previously completed or enrolled in another graduate program, you must be enrolled in your joint MD/PhD program at the time of application



MONTHS OF STUDY REMINDERS

Eligibility for CGS D is based on the number of months of **full-time study**, including summer months, toward the degree for which the applicant is requesting funding by December 31 of the calendar year of application

- For the Fall 2023 competition, you would count until December 31, 2023
 - Two terms of part-time study count as one term of full-time study.
- 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

NSERC PGS-D/CGS-D ELIGIBILITY: OTHER RESTRICTIONS

- **You can submit a maximum of one scholarship or fellowship application per academic year to either CIHR, NSERC or SSHRC.** Should more than one application be submitted, the eligible application submitted first chronologically will be retained. Nominations to the [Vanier CGS](#) program and applications to the [Banting Postdoctoral Fellowships](#) program do not count toward this limit (other exceptions may apply to CIHR internships).
- You cannot have already received a doctoral-level scholarship from CIHR, NSERC or SSHRC (does not apply to CIHR Fellowships).
- You cannot hold a tenure or tenure-track appointment concurrently with your CGS D award.

Applicants are responsible for consulting the FULL eligibility requirements outlined by NSERC and available at:
https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSD-BESCD_eng.asp

Note: To maximize your potential period of funding, you may be eligible to apply to the [CGS M program](#) for your first year of doctoral funding. You are responsible for choosing the type of award for which you apply.



APPLICATION WEIGHTING

Criteria	Selection Criteria	Weighting
Research Ability/ Potential	<p>Indicators of research ability and potential:</p> <ul style="list-style-type: none"> • quality of research proposal <ul style="list-style-type: none"> • specific, focused and feasible research question(s) and objective(s) • clear description of the proposed methodology • significance and expected contributions to research • relevant training, such as academic training, lived experience and traditional teachings • research experience and achievements relative to the applicant's stage of study, lived experience and knowledge systems • quality of contributions and extent to which they advance the field of research—contributions may include publications, patents, reports, posters, abstracts, monographs, presentations, creative outputs, knowledge translation outputs, community products, etc. • demonstration of sound judgment and ability to think critically • demonstration of responsible and ethical research conduct, including honest and thoughtful inquiry, rigorous analysis, commitment to safety and to the dissemination of research results and adherence to the use of professional standards • enthusiasm for research, originality, initiative, autonomy, relevant community involvement and outreach • ability or potential to communicate theoretical, technical and/or scientific concepts clearly and logically in written and oral formats 	50 %
Relevant experience and achievements obtained within and beyond academia	<p>Indicators of relevant experience and achievements obtained within and beyond academia:</p> <ul style="list-style-type: none"> • scholarships, awards and distinctions (amount, duration and prestige) • academic record <ul style="list-style-type: none"> • transcripts • duration of previous studies • program requirements and courses pursued • course load • relative standing in program (if available) • professional, academic and extracurricular activities as well as collaborations with supervisors, colleagues, peers, students and members of the community, such as <ul style="list-style-type: none"> • teaching, mentoring, supervising and/or coaching • managing projects • participating in science and/or research promotion • participating in 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 	50 %

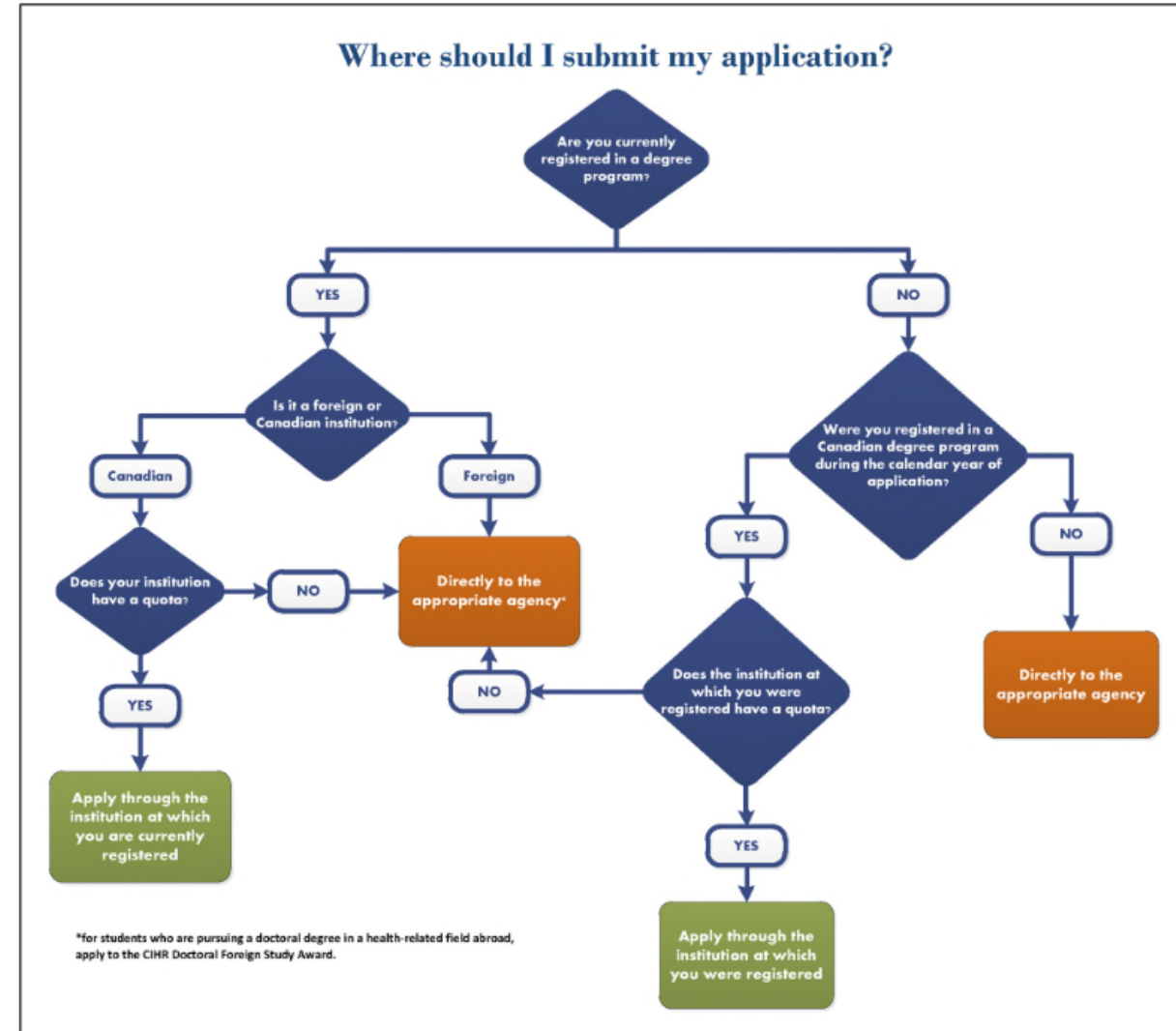


NSERC PGS-D/CGS-D APPLICATION PROCESS

1. Determine where to apply:

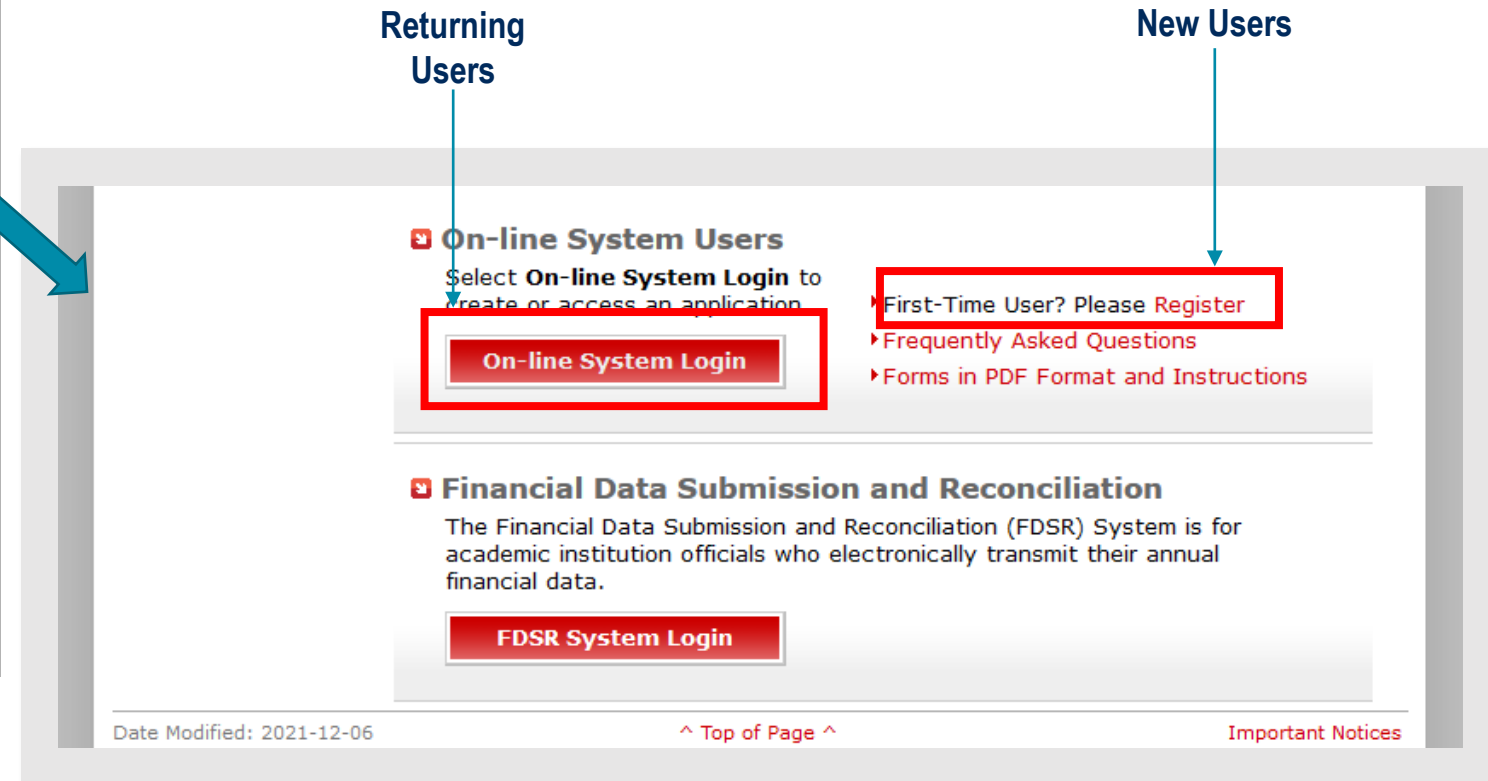
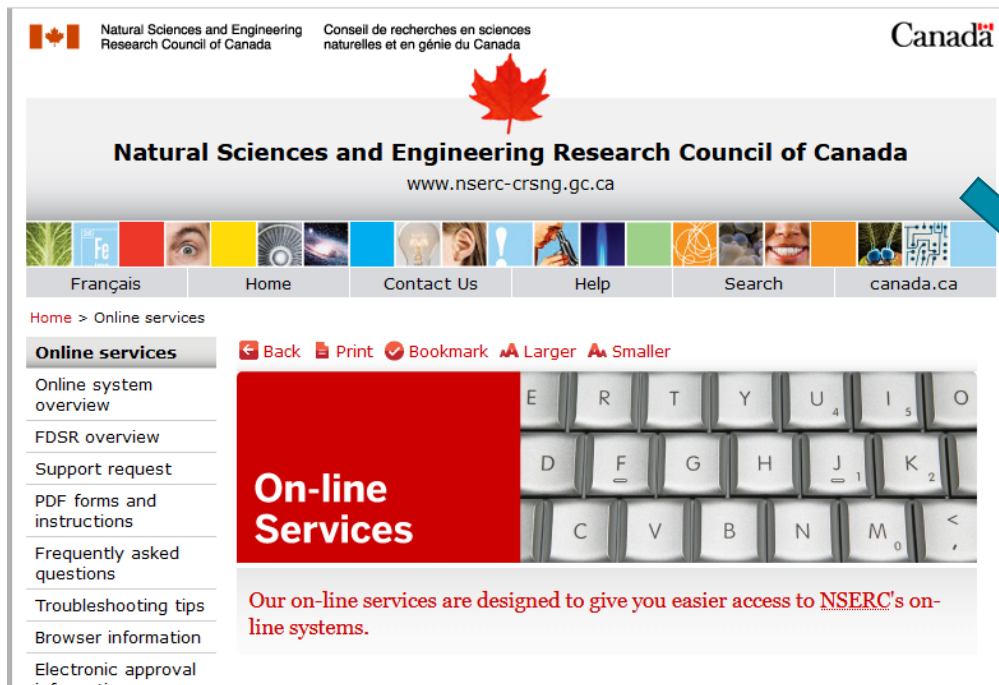
- If you have been registered in a degree program at the University of Toronto at any time since January 2023, you should apply through a graduate unit at U of T.

2. If applying through U of T, consult your graduate unit regarding their application deadline and the method of submission.



NSERC ON-LINE SERVICES: REGISTER & ACCESS TO LOGIN PAGE

- The platform to apply is called “NSERC On-Line Services”
- Create an NSERC On-Line Services account at:
 - https://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/Index_eng.asp



NSERC ON-LINE SERVICES: LOGIN PAGE

NSERC
www.nserc-crsng.gc.ca

[Français](#) | [Home](#) | [Contact Us](#) | [Help](#) | [Search](#) | [Canada Site](#)

[Login >](#)

Main Menu
[Logout](#)
[Proactive Disclosure](#)
[Proactive Disclosure](#)

Login

Note: NSERC's online system has been updated to a new look and feel. Functionality is the same, but you will notice some slight changes in the presentation of most pages. For example, some instructions are now collapsible.

Security, Privacy and Use and Disclosure of Information

Before using NSERC's online system, please read the following documents and register your acceptance below:

- NSERC's [Security Statement](#) and details on the retention periods of the data;
- NSERC's statement on the federal [Access to Information Act and Privacy Act](#);
- For applicants and co-applicants: [Use and Disclosure of Personal Information Provided to NSERC](#); and
- For Referees: [Instructions to Referees on the Privacy Act, Confidentiality and the Use and Disclosure of Information](#).

When you login and use this system, it means that you understand and accept that these policies and conditions apply.

You will be automatically logged out of the system if there has not been any activity (e.g., Save, Preview, etc.) for an extended period of time. To avoid having to login again, we recommend that you select **Save** every 10 to 15 minutes.

Account name (User ID) (30 chars)
[Forgot your Account name?](#)

Password (10 chars)
[Forgot your Password?](#)




Must be **8-10 characters long, must contain at least one special character (! @ # \$ % ^ & * () + = { } | < > \ _ - [] / ?) and no spaces**, may contain numbers (0-9), lower and upper case letters (a-z, A-Z). Please note that your password is case sensitive.


Date Modified: 2022-03-10 [Important Notices](#)



NSERC ON-LINE SERVICES: MAINTAIN USER PROFILE – EQUITY, DIVERSITY, & INCLUSION SURVEY

After logging in, users who have not filled out the EDI questions should complete the EDI survey in the “Maintain User Profile” section.

 Natural Sciences and Engineering Research Council of Canada  Conseil de recherches en sciences naturelles et en génie du Canada 


www.nserc-crsng.gc.ca

[Contact Us](#) [Help](#)

[Maintain User Profile >](#)

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[Logout](#)

Proactive Disclosure
[Proactive Disclosure](#)

Maintain User Profile

Your PIN has been validated by NSERC.


NSERC PIN :

Account name (User ID) (30 chars)
Begin with a letter, and use only letters (a-z), numbers (0-9), the underscore (_), and no spaces.

Family name (30 chars)
Mixed case (e.g., Roy)

Age

1. What is your date of birth (dd-mm-yyyy)? **(required)**

dd mm yyyy 

I prefer not to answer ☐

Gender

2. Select the option that best describes your current gender identity **(required)**

If "I don't identify with any option provided", specify:

Sexual Orientation

3. Select the sexual orientation that best describes how you currently think of yourself **(required)**

If "I don't identify with any option provided", specify:

Indigenous Identity

4a. Do you identify as Indigenous, that is, First Nation (North American Indian), Métis or Inuk (Inuit)? **(required)**



NSERC ON-LINE SERVICES: MAINTAIN USER PROFILE – EDI SURVEY

Why is it important to complete the EDI Survey?

NSERC has a number of initiatives that aim to address systematic barriers that limit the full participation of all talented individuals. Applicants who self-identify as members of underrepresented groups can be considered for additional funding opportunities.

Underrepresented groups may include women and gender minorities, Indigenous Peoples, persons with disabilities, members of visible minorities/racialized groups, members of LGBTQ2+ communities.

If you self-identify as a member of an underrepresented group, NSERC will only consider you for these additional funding opportunities if you complete the EDI survey in the “Maintain User Profile” section of the NSERC On-Line Services system.

We strongly encourage everyone to complete this section in order to be eligible for these additional awards and supplements.

Completing the self-identification form is mandatory for applicants and co-applicants but for each category there is an option “I prefer not to answer.”


NSERC ON-LINE SERVICES: COLLECTION OF SELF-IDENTIFICATION DATA


NSERC (in coordination with SSHRC and CIHR) asks all applicants to self-identify with information on age, gender, Indigenous identity, disability and visible minority status.


A harmonized self-identification data collection process allows the granting agencies to monitor the equity performance of its programs and design new measures that achieve greater equity, diversity and inclusion in the research enterprise.


CREATING A NEW FORM 201: LANDING PAGE “ECONSOLE”

To create a brand new NSERC PGSD/CGSD application form (i.e., Form 201), on the eConsole page, under **Forms Management** select “**Forms – Student**” to go to your Portfolio

 Natural Sciences and Engineering
Research Council of Canada

 Conseil de recherches en sciences
naturelles et en génie du Canada




NSERC
www.nserc-crsng.gc.ca

[Contact Us](#) [Help](#)

[eConsole >](#)

Main Menu

Logout

Proactive Disclosure

Proactive Disclosure

eConsole

Version 6.03.0.05

Welcome Stacey Kwan

Users of the online system will no longer be required to periodically change their passwords. However, for their own protection, users are encouraged to change their passwords regularly. Keep your password safe and confidential; do not divulge it to anyone. NSERC will not be held liable for any loss of your data should you neglect to protect your password.

Account Management

[Change Password](#)
[Maintain User Profile](#)


Forms Management

[Forms - Researcher](#)
[Forms - Student](#)
[Forms - Reviewer](#)
[Forms - Partners](#)
[Forms - Department Head](#)

Institution Services

[Scholarships Liaison Officer \(assistant\)](#)

Date Modified: 2022-03-10

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Forms Management

[Forms - Researcher](#)

[Forms - Student](#)

[Forms - Reviewer](#)

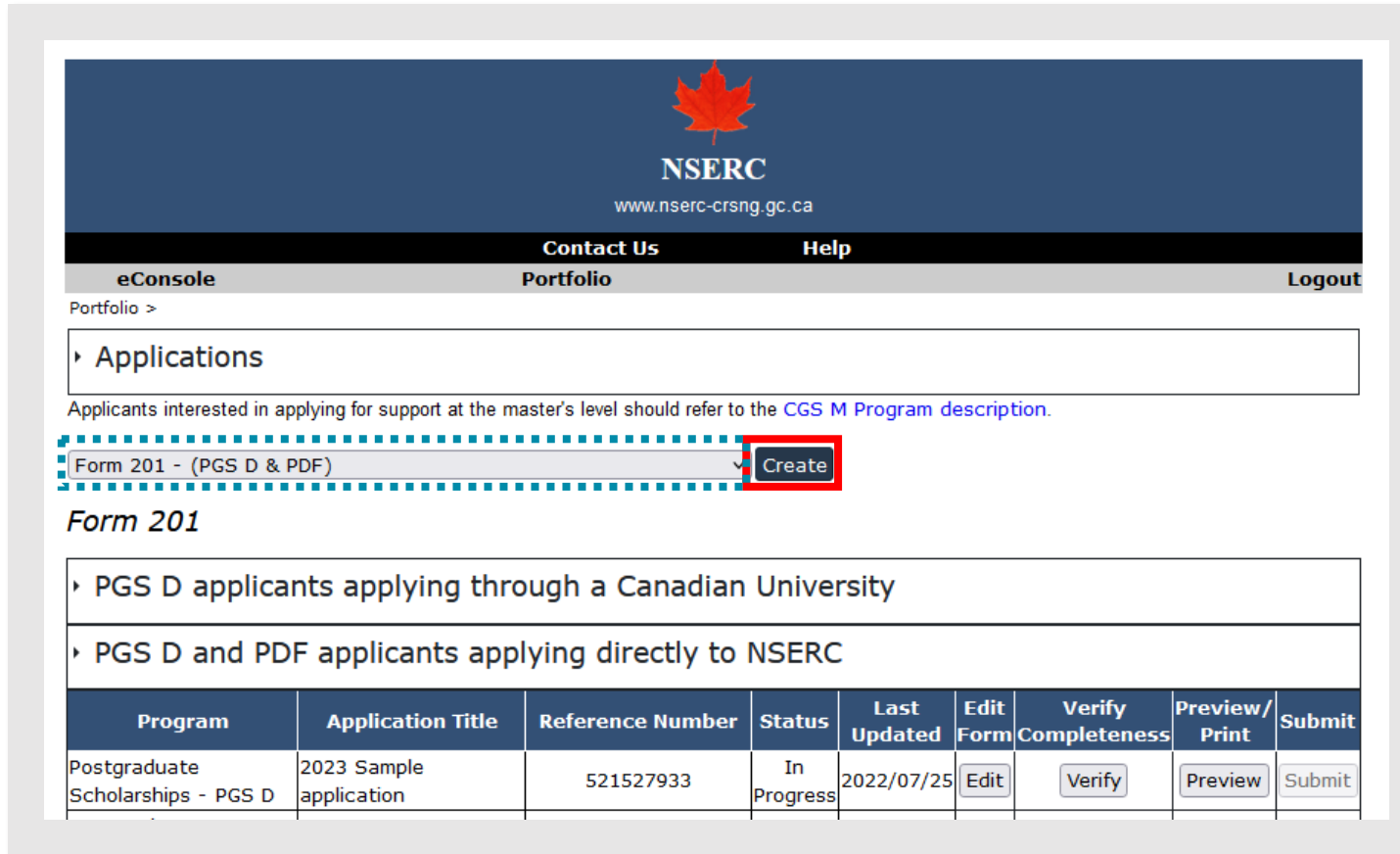
[Forms - Partners](#)

[Forms - Department Head](#)



CREATING A NEW FORM 201: PORTFOLIO PAGE

- On the Portfolio page, select **Form 201 – (PGS D & PDF)** from the drop down menu and click **Create**



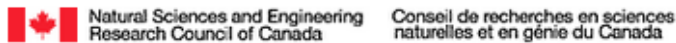
The screenshot shows the NSERC eConsole interface. At the top is the NSERC logo and website address. Below is a navigation bar with links for eConsole, Portfolio, and Logout. The main content area is titled 'Portfolio >' and contains a section for 'Applications'. A message states that applicants interested in applying for support at the master's level should refer to the CGS M Program description. Below this is a dropdown menu showing 'Form 201 - (PGS D & PDF)' and a 'Create' button, which is highlighted with a red box. The page also features a section for 'Form 201' with two sub-sections: 'PGS D applicants applying through a Canadian University' and 'PGS D and PDF applicants applying directly to NSERC'. At the bottom is a table with columns for Program, Application Title, Reference Number, Status, Last Updated, Edit Form, Verify Completeness, Preview/Print, and Submit.

Program	Application Title	Reference Number	Status	Last Updated	Edit Form	Verify Completeness	Preview/Print	Submit
Postgraduate Scholarships - PGS D	2023 Sample application	521527933	In Progress	2022/07/25	Edit	Verify	Preview	Submit



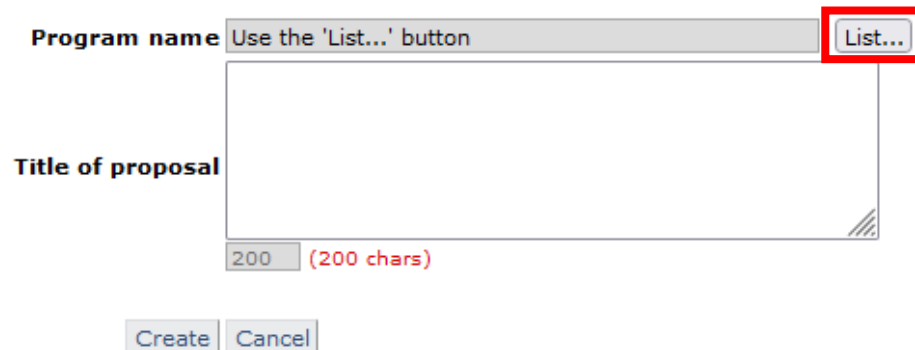
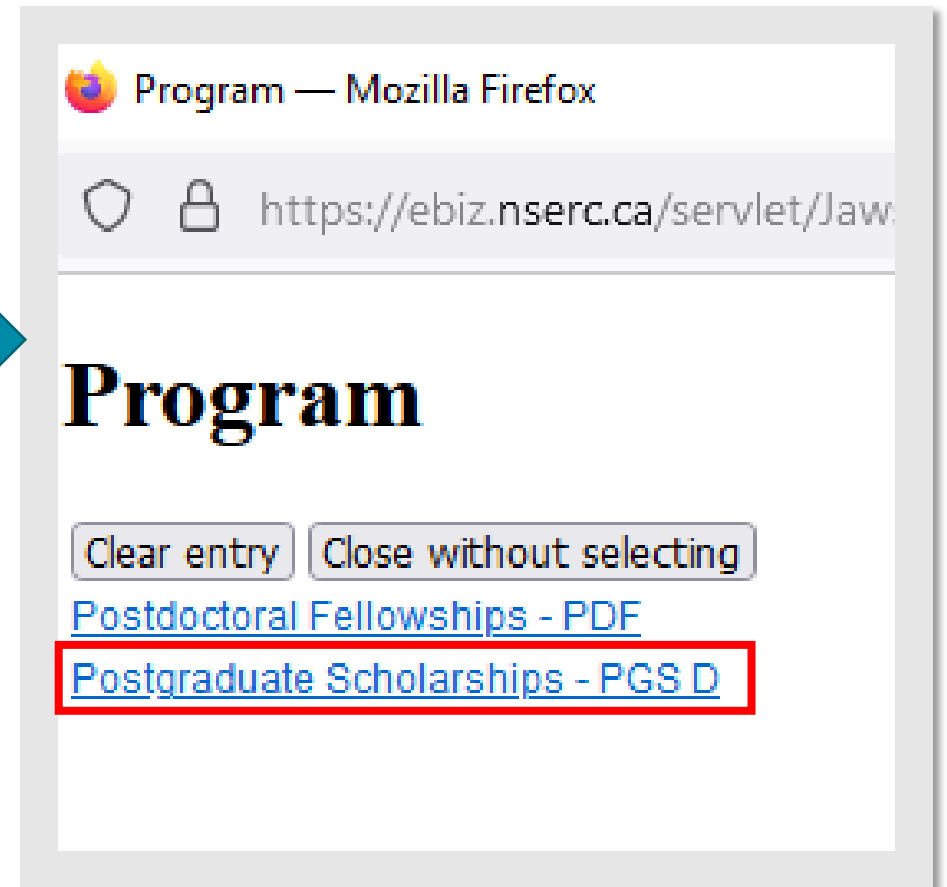
CREATING A NEW FORM 201: SELECTING THE APPROPRIATE AWARD PROGRAM

- Select the (award) Program name but clicking the **List...** button, a pop-up window will appear
- On the pop-up window, select **Postgraduate Scholarships – PGS D**



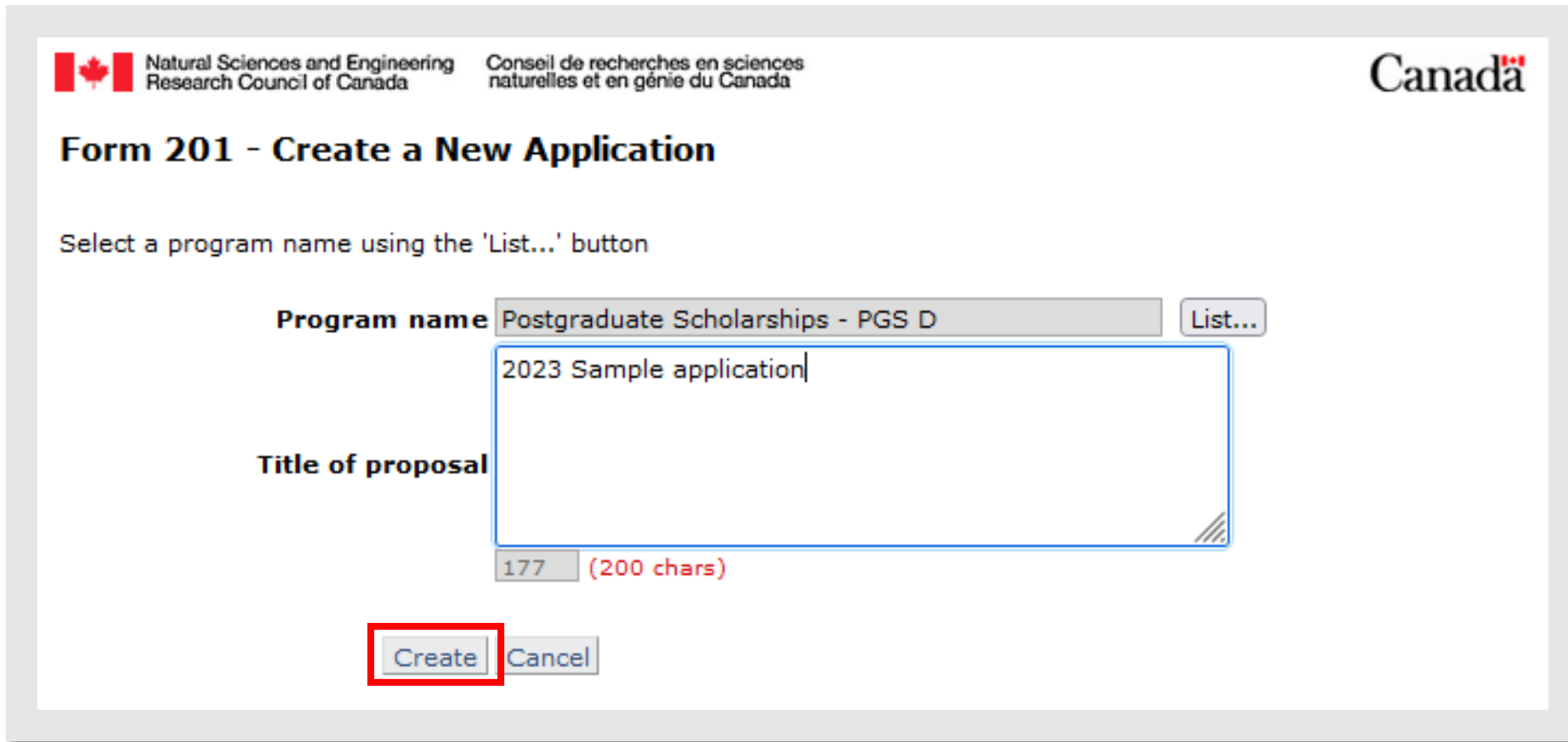
Form 201 - Create a New Application

Select a program name using the 'List...' button

A screenshot of the "Form 201 - Create a New Application" form. It features a "Program name" field with the placeholder text "Use the 'List...' button" and a "List..." button to its right. Below this is a "Title of proposal" text area with a "200 (200 chars)" character limit indicator. At the bottom are "Create" and "Cancel" buttons. A red box highlights the "List..." button, and a blue arrow points from it to the right.

CREATING A NEW FORM 201

- Enter a Title of Proposal (this can be modified later) and click **Create**



The screenshot shows the 'Form 201 - Create a New Application' page. At the top, there are logos for the Natural Sciences and Engineering Research Council of Canada and the Government of Canada. The title 'Form 201 - Create a New Application' is prominently displayed. Below the title, a instruction reads: 'Select a program name using the 'List...' button'. There are two main input fields: 'Program name' and 'Title of proposal'. The 'Program name' field contains 'Postgraduate Scholarships - PGS D' and has a 'List...' button next to it. The 'Title of proposal' field contains '2023 Sample application' and has a character count '177 (200 chars)' below it. At the bottom, there are two buttons: 'Create' and 'Cancel'. The 'Create' button is highlighted with a red rectangle.

Natural Sciences and Engineering Research Council of Canada Conseil de recherches en sciences naturelles et en génie du Canada

Canada

Form 201 - Create a New Application

Select a program name using the 'List...' button

Program name Postgraduate Scholarships - PGS D List...

Title of proposal 2023 Sample application

177 (200 chars)

Create Cancel

NSERC DOCTORAL APPLICATION: “FORM 201” SECTIONS

- | | | |
|------------------------|--|------------------------------|
| 1. Application Profile | 10. Key Words | 18. Reports on the Applicant |
| 2. Person Profile | 11. EDI in Research | 19. University Comments |
| 3. Addresses | 12. Outline of Proposed Research | |
| 4. Academic Background | 13. Bibliography | |
| 5. Experience | 14. Justification for eligibility of Proposed Research | |
| 6. Awards | 15. Contributions/Statements | |
| 7. Location of Tenure | 16. Special Circumstances | |
| 8. S&F Information | 17. Transcripts | |
| 9. Thesis | | |

FORM 201

- Before beginning to work on your Form 201 make sure you follow the “Presentation Standards” defined by NSERC – font size, etc. Presentation Standards can be found in the Form 201 Instructions
- Remember to click “Save” at the bottom of the page each time you complete a page before moving to the next section or leaving the application

NSERC
www.nserc-crsng.gc.ca

Contact Us Help

Save Preview Portfolio **Instructions** Logout

Application Profile >

Form

Application Profile

Person Profile

Addresses

Form 201 - Application Profile

This information was transferred from the New Application screen. You may update the fields as needed.

Program Postgraduate Scholarships - PGS D

2023 Sample application

Comments

Save Preview Portfolio Instructions Logout

Date Modified: 2022/07/07 ^ Top of Page ^ Important Notices



FORM 201: APPLICATION PROFILE

- **Current Status** will determine where the application will be sent for review, either direct to NSERC or an institution with a quota

Application Profile >

Form
Application Profile
Person Profile
Addresses
Academic Background
Experience
Awards
Location of Tenure
S&F Information
Thesis
Key Words
EDI in research
Outline of Proposed Research
Bibliography
Justif. for Eligibility of Proposed Research
Contributions/ Statements
Special Circumstances
Transcripts

Form 201 - Application Profile

This information was transferred from the New Application screen. You may update the fields as needed.

Program Postgraduate Scholarships - PGS D

Title of proposal

177 (200 chars)

Application language

Proposed starting date of award yyyy mm

Current status

Option A = You are currently registered at an institution (Canadian or foreign) without a quota for NSERC.

Option B = You were not registered at any time during the year of application in a degree program at any institution, with or without a quota for NSERC.

Option C = You are currently registered in a degree program at a Canadian institution with a quota for NSERC, or are on an approved leave of absence from such a degree program.

Option D = You are not currently registered in a degree program but were registered at any other time during the year of application in a degree program at a Canadian institution with a quota for NSERC.

If you selected Option C or Option D, indicate the name of the institution and department. Your application will be sent to this institution for an internal selection process and, if recommended, will be submitted to NSERC.

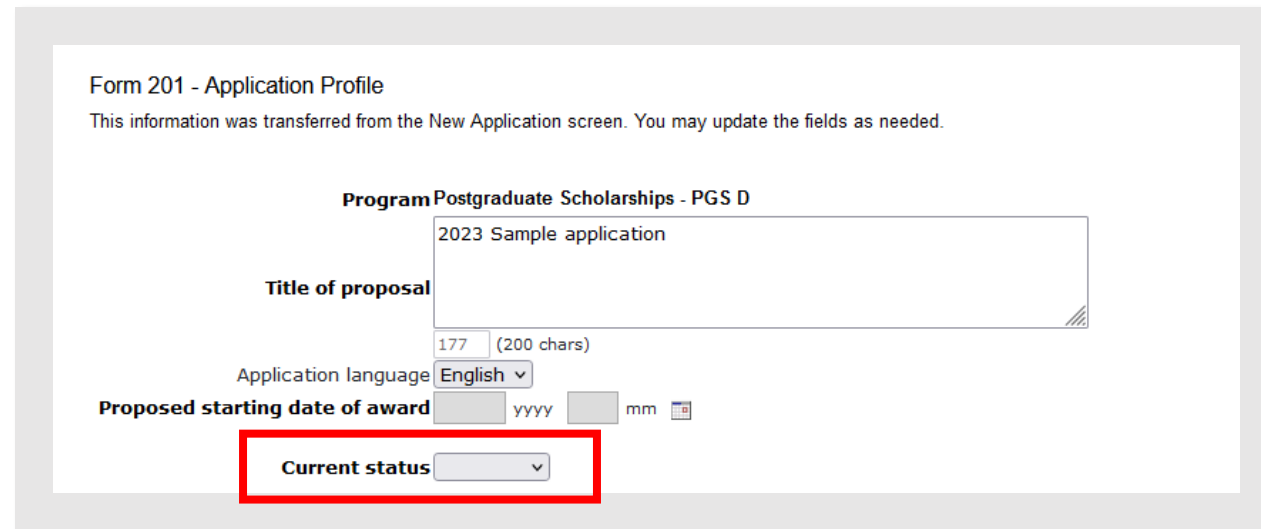
Institution

Department



FORM 201: APPLICATION PROFILE – CURRENT STATUS

- **Option A** = You are currently registered at an institution (Canadian or foreign) **without a quota** for NSERC.
- **Option B** = You were not registered at any time during the year of application in a degree program at any institution, with or without a quota for NSERC.
- **Option C** = You are currently registered in a degree program at a Canadian institution **with a quota** for NSERC, or are on an approved leave of absence from such a degree program.
- **Option D** = You are not currently registered in a degree program but were registered at any other time during the year of application in a degree program at a Canadian institution with a quota for NSERC.



The screenshot shows a web form titled "Form 201 - Application Profile" with a subtitle "This information was transferred from the New Application screen. You may update the fields as needed." The form is for "Program Postgraduate Scholarships - PGS D". It includes a text box for "Title of proposal" containing "2023 Sample application" with a character count of 177 / 200. Below this is a dropdown for "Application language" set to "English". Then, a date selection for "Proposed starting date of award" with fields for year (yyyy), month (mm), and a calendar icon. At the bottom, the "Current status" dropdown is highlighted with a red rectangle.



FORM 201:

APPLICATION PROFILE – SELECTING AN INSTITUTION/DEPT

- If **Option C** or **Option D** is selected for Current status, you must also indicate the name of the institution and department at which you are/were registered.
- **IMPORTANT** If you do not select University of Toronto as their institution your application will not be viewable to U of T administrators thus will not be considered for the U of T's NSERC PGSD/CGSD competition

The screenshot shows a web form for selecting an institution and department. At the top, there is a dropdown menu labeled 'Current status' with 'Option C' selected. Below this, there is a text box containing four options (A, B, C, D) describing different registration statuses. Below the text box, there is a red-bordered box containing two input fields: 'Institution' with 'University of Toronto' and 'Department' with 'Cell and Systems Biology (St. George Cam)'. To the right of the 'Institution' field is a 'List...' button. Below the 'Department' field is another input field.

Current status Option C ▾

Option A = You are currently registered at an institution (Canadian or foreign) without a quota for NSERC.

Option B = You were not registered at any time during the year of application in a degree program at any institution, with or without a quota for NSERC.

Option C = You are currently registered in a degree program at a Canadian institution with a quota for NSERC, or are on an approved leave of absence from such a degree program.

Option D = You are not currently registered in a degree program but were registered at any other time during the year of application in a degree program at a Canadian institution with a quota for NSERC.

If you selected Option C or Option D, indicate the name of the institution and department. Your application will be sent to this institution for an internal selection process and, if recommended, will be submitted to NSERC.

Institution University of Toronto **List...**

Department Cell and Systems Biology (St. George Cam)



FORM 201: PERSON PROFILE – MODIFYING NAME, EMAIL, NSERC PIN

- On your Person Profile page, you may notice you cannot edit/modify your name, NSERC PIN, or email address as they are pre-populated based on your NSERC On-Line Services account info

Person Profile >

Form

Application Profile

Person Profile

Addresses

Academic Background

Experience

Awards

Location of Tenure

S&F Information

Thesis

Key Words

EDI in research

Outline of Proposed Research

Bibliography

Justif. for Eligibility of Proposed Research

Contributions/Statements

Form 201 - Person Profile

This information was transferred from the New User Registration information screen. If you need to update these fields, use the Maintain User Profile function under Account Management on the eConsole screen.

Family name

Given name

Initial(s) of ALL given names

Previous family name

NSERC PIN

Email address

Citizenship

Date of issue as stated on official immigration document

yyyy

mm

dd

Self-Identification statements:

Please note: Your answers to the self-identification statements will not be shared with selection committee members or with your references.

I self-identify as Indigenous.

☐ I agree with this statement. I consent to this information being shared with my institution and used for my PGS D application for the purpose of being considered above my institution's application quota.

☐ This statement does not apply to me / I do not agree with this statement.



FORM 201:

PERSON PROFILE – MODIFYING NAME, EMAIL, NSERC PIN

- To modify your name, email, or NSERC PIN return to the “eConsole” page and select “Maintain User Profile”
- Update the appropriate information on the Maintain User Profile page

eConsole >

Main Menu
Logout
Proactive Disclosure
Proactive Disclosure

eConsole

Version 6.03.0.05

Welcome Stacey Kwan

Users of the online system will no longer be required to periodically change their passwords regularly. Keep your password safe and held liable for any loss of your data should you neglect to protect your password.

Account Management

- [Change Password](#)
- [Maintain User Profile](#)

Maintain User Profile

Your PIN has been validated by NSERC.

NSERC PIN : [REDACTED]

Account name (User ID) [REDACTED] (30 chars)
Begin with a letter, and use only letters (a-z), numbers (0-9), the underscore (_), and no spaces.

Family name [REDACTED] (30 chars)
Mixed case (e.g., Roy)

Given name [REDACTED] (30 chars)
Mixed case (e.g., Paul)

Initial(s) of ALL given names [REDACTED] (4 chars)
Uppercase no periods or spaces (e.g., initials for Paul M. Roy would be PM)

Previous Family Name [REDACTED] (30 chars)
If you have changed your name since you last applied to NSERC

E-mail address [REDACTED] (100 chars)

FORM 201: PERSON PROFILE – SELF-IDENTIFICATION STATEMENTS

- Applicants who are Indigenous [First Nations (North American Indian - Status and Non-Status), Métis, or Inuit] are encouraged to self-identify their status on their Form 201 as universities are permitted to recommend an unlimited number of self-identified Indigenous applicants above their application quota to the national competition.
- Applicants who self-identify as part of an underrepresented group (on the User Profile EDI survey) can consent to that information being used so that NSERC may increase equity and diversity among meritorious applicants
- Self-identification data are not seen or used by NSERC's selection committee members or by the applicant's references.



Form
Application Profile
Person Profile
Addresses
Academic Background
Experience
Awards
Location of Tenure
S&F Information
Thesis
Key Words
EDI in research
Outline of Proposed Research
Bibliography
Justif. for Eligibility of Proposed Research
Contributions/ Statements
Special Circumstances
Transcripts
Reports on the Applicant
University Comments

Form 201 - Person Profile

This information was transferred from the New User Registration information screen. If you need to update these fields, use the Maintain User Profile function under Account Management on the eConsole screen.

Family name [redacted]
 Given name [redacted]
 Initial(s) of ALL given names [redacted]
 Previous family name [redacted]
 NSERC PIN [redacted]
 Email address [redacted]

Citizenship [dropdown]
 Date of issue as stated on official immigration document [yy] [yy] [mm] [dd]

Self-Identification statements:

Please note: Your answers to the self-identification statements will not be shared with selection committee members or with your references.

I self-identify as Indigenous.

☐ I agree with this statement. I consent to this information being shared with my institution and used for my PGS D application for the purpose of being considered above my institution's application quota.

☐ This statement does not apply to me / I do not agree with this statement.

In recent years, NSERC has undertaken several initiatives to achieve world-class research through addressing systemic barriers that limit the full participation of all talented individuals. One such initiative in the PGS/CGS D and PDF programs is to aim for the proportion of short-listed or funded applications from those who self-identify as members of underrepresented groups to be at least similar to the proportion of applications received from these groups. This equalization process is performed as needed, and only amongst meritorious applications. The process is described in the Selection Committee Guide [available in the [NSERC Postgraduate Scholarships - Doctoral program](#)]. Underrepresented groups may include women and gender minorities, Indigenous Peoples, persons with disabilities, members of visible minorities/racialized groups, members of LGBTQ2+ communities. Do you consent to the use of your self-identification information by NSERC for this purpose?

☐ Yes
☐ No

Certain award supplements are targeted towards specific groups or give priority to award holders who self-identify as members of underrepresented groups. A list of supplements can be found [here](#). Do you consent to your self-identification information being used for potential consideration for such supplements?

☐ Yes
☐ No

INFORMATION FOR BLACK APPLICANTS

- The Government of Canada has deployed additional funds to [increase direct support for Black scholars](#) . CGS D applicants who self-identify as Black and provide consent in their application to be considered for funds designated to specific groups may be able to receive this funding through a doctoral scholarship as part of this initiative. NSERC has 10 additional CGS D awards reserved for this initiative.
- Accordingly, Black applicants are encouraged to self-identify within their respective award applications (in the EDI survey form) in order to be considered for these additional funding opportunities from NSERC.
- At this time, self-identification data is not shared with institutions.

FORM 201:

BRIEF OVERVIEW OF OTHER SECTIONS

- **Addresses:** Mailing address and Permanent address
- **Academic Background:** Include all undergraduate and graduate studies including incomplete degrees. All programs of study listed in the application, even if not completed, must be accompanied by up-to-date transcripts.
 - College programs can be included under “Other” (if Canadian college or CEGEP, transcript not required even if they contain transfer credits)
- **Experience:** Paid or unpaid work, research, projects, etc. Applicants must indicate if they gained the experience during the course of a program of study (if work contributed to their degree), up to 6 experiences
- **Awards:** Competitive (i.e., not needs based) can include Dean’s lists, and non-monetary awards, up to 10 awards
 - May use contributions statement section to describe significant but not-well known awards, or ask referees to mention the awards in their reports
- **Location of Tenure:** Must list at least one choice, up to three; (justification for PDF only, not required)

FORM 201: SCHOLARSHIP & FELLOWSHIP (S&F) INFORMATION

- Months of graduate studies completed as of December 31 of the year of application in the program for which funding is being requested
- **BE ACCURATE HERE**, as this information is used to determine the “Months of Study” eligibility criterion
- Example: If you are starting your program this September (2023), you would have 4 months of full-time studies as of December 31 of the year of application. In most cases, number of months should be a multiple of four – 0,4,16,28,etc

The screenshot shows the 'Form 201 - Scholarship/Fellowship Information' form. On the left is a sidebar menu with the following items: 'Form' (highlighted), 'Application Profile', 'Person Profile', 'Addresses', 'Academic Background', 'Experience', 'Awards', 'Location of Tenure', 'S&F Information' (bolded), 'Thesis', 'Key Words', 'EDI in research', and 'Outline of Proposed'. The main content area is titled 'Form 201 - Scholarship/Fellowship Information'. It contains the following sections:

- At the time of application, are you attending university?** with a dropdown menu set to 'Full time'.
- Proposed degree program** with a dropdown menu set to 'Doctorate'.
- Number of months of graduate studies (master's and doctoral) you have completed as of December 31 of the year of application in the natural sciences and engineering (if none, enter "0"):**
 - Months of full-time studies
 - Months of part-time studies
- Number of months of studies you have completed, as of December 31 of the year of application, in the program for which you are requesting funding (if none, enter « 0 »):**
 - Months of full-time studies
 - Months of part-time studies



FORM 201: THESIS

- Information on theses completed or in progress (up to 2). For completed degrees, indicate the date by which you completed all degree requirements (not the convocation date). This includes your thesis defence, corrections, and deposition of thesis.
- Include a summary of thesis most recently completed or in progress. Do not duplicate info in Outline of Proposed Research

The screenshot shows the 'Form 201 - Thesis Information' form. On the left is a vertical navigation menu with the following items: Thesis >, Form, Application Profile, Person Profile, Addresses, Academic Background, Experience, Awards, Location of Tenure, S&F Information, Thesis, Key Words, EDI in research, Outline of Proposed Research, Bibliography, Justif. for Eligibility of Proposed Research, and Contributions/Statements. The 'Thesis' section is highlighted. The main content area is titled 'Form 201 - Thesis Information' and contains the following text: 'Information on theses completed or in progress. For completed degrees, indicate the date by which you completed all degree requirements (not the convocation date). This includes your thesis defence, corrections, and deposition of thesis.' Below this text are two identical sets of input fields for two theses. Each set includes: 'Degree' (text box, 60 chars), 'Supervisor' (text box, 60 chars), 'Date degree requirements completed' (date picker with 'yyyy' and 'mm' fields), and 'Title of the thesis' (text box, 200 chars). At the bottom of the form, there is a section for a summary: 'Summary of thesis most recently completed or in progress. Use plain language. Do not reproduce the thesis abstract. To confirm that your text will fit, save your information and select 'Preview', then adjust accordingly.' This section has a text box and a 'Preview' button.



FORM 201: RESEARCH SUBJECT CODE & KEY WORDS

- **Research Subject Code** – determines the Selection Committee that will review your application if forwarded to NSERC – there are 106 research codes and each research code is associated with one of 14 NSERC selection committees
- **Key Words** – up to 10 to describe proposed area of research/research project – also important for specific committee member selection

Key Words >

Form
Application Profile
Person Profile
Addresses
Academic Background
Experience
Awards
Location of Tenure
S&F Information
Thesis
Key Words
EDI in research
Outline of Proposed Research
Bibliography
Justif. for Eligibility of Proposed Research

Form 201 - Key Words / Research Subject Code

The Research Subject Code that you enter here determines which selection committee reviews your application. **It is important to ensure that you have verified the corresponding selection committee** (see [List of Research Subject Codes for Scholarships and Fellowships](#)) and that you are satisfied with this selection, particularly if your application could fall under the purview of multiple selection committees.

Research subject code (determines selection committee)

Primary Use the 'List...' button

Key words

List up to ten (10) key words that describe your proposed research (for example, nuclear physics, geochemistry, etc.)

<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)
<input type="text"/>	(36 chars)



NSERC SCHOLARSHIPS AND FELLOWSHIPS SELECTION COMMITTEES

- [168 – Geosciences](#) (Competition 2023)
- [169 – Evolution and Ecology](#) (Competition 2023)
- [177 – Mathematical Sciences](#) (Competition 2023)
- [178 – Physics and Astronomy](#) (Competition 2023)
- [179 – Chemistry](#) (Competition 2023)
- [187 – Cellular and Molecular Biology](#) (Competition 2023)
- [194 – Chemical, Biomedical and Materials Science Engineering](#) (Competition 2023)
- [195 – Plant and Animal Biology](#) (Competition 2023)
- [196 – Psychology](#) (Competition 2023)
- [197 – Electrical Engineering](#) (Competition 2023)
- [198 – Computing Sciences](#) (Competition 2023)
- [201 – Civil and Industrial Engineering](#) (Competition 2023)
- [202 – Mechanical Engineering](#) (Competition 2023)
- [1078 – Collaborative Research and Training Experience Program](#) (Competition 2023)

Each committee name above is a link to a webpage that lists the committee members for this year's adjudication at NSERC

Full list of research subject codes and their associated committees can be found here: https://www.nserc-crsng.gc.ca/Help-Aide/ScholarshipCodes-CodesPourBourses_Eng.asp



FORM 201:

KEY WORDS

- **Key Words** – up to 10 to describe proposed area of research/research project – also important for specific committee member selection
- NSERC has two supplement opportunities of \$10,000
 - [Fisheries and Oceans Canada Aquatic Science supplements](#)
 - [Supplement for Research in the Field of Impact Assessment](#)
 - Eligible award holders will be identified based on the proposed research of their initial application (i.e., key words included in application title and listed in the key words section)
 - Be sure to review the specific supplement pages for a list of key words related to each supplement so that your application can be identified accordingly
- Other supplements:
 - Canadian Poultry Research Council postgraduate scholarship
 - Environment and Climate Change Canada Atmospheric and Meteorological graduate supplement
 - Systematics Research graduate supplement
 - **Separate applications required** in addition to PGS/CGS application
 - More details can be found on the NSERC website: https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/index_eng.asp



FORM 201:

DIVERSITY CONSIDERATIONS IN RESEARCH DESIGN

- Considering equity, diversity and inclusion (EDI) in the research process, where relevant, promotes research excellence by making it more relevant to society as a whole, more ethically sound, rigorous, reproducible and useful.
- NSERC acknowledges that EDI considerations may not be applicable in the context of some research projects, but nonetheless encourages you to fully consider their relevance, as they apply to more areas than one might think.
- Incorporating EDI considerations in your proposal, where relevant, can strengthen your proposal and will be taken into consideration by the selection committee members during review.
- Generally, research that involves (including collection of data by humans) or impacts human subjects, organisms capable of differentiation, or their tissues or cells, can benefit from such considerations. It is important to thoroughly reflect on the type of data collected and who might be impacted by the research findings before concluding that EDI considerations are not relevant.
- Applicants should refer to the guidance document: [NSERC guide on integrating equity, diversity and inclusion considerations in research](#) for more information to understand how your application will be evaluated



FORM 201: EDI IN RESEARCH

Applicants must indicate if, “relevant equity, diversity and inclusion considerations have been taken into account at any of the stages of the research process for your proposed research?”

- If the applicant answers "yes", they must include the relevant equity, diversity and inclusion considerations in their proposal and use the text box below to explain their answer (max 750 characters)
- If the applicant answers "no", they must use the text box to explain why equity, diversity and inclusion considerations have not been taken into account (max 750 characters)
- For more information consult the [NSERC guide on integrating equity, diversity and inclusion considerations in research](#).

NSERC
www.nserc-crsng.gc.ca

Save Preview Portfolio Help Instructions Logout

EDI in research >

Form

Application Profile

Person Profile

Addresses

Academic Background

Experience

Awards

Location of Tenure

S&F Information

Thesis

Key Words

EDI in research

Outline of Proposed Research

Bibliography

Justif. for Eligibility of Proposed Research

Contributions/ Statements

Special Circumstances

Transcripts

Reports on the Applicant

University Comments

Form 201 - Equity, diversity and inclusion considerations in the research process

Before answering the question below, please read the following resource: [Equity, diversity and inclusion considerations at each stage of the research process](#).

Have relevant equity, diversity and inclusion considerations been taken into account at any of the stages of the research process for your proposed research? The stages of the research process include: research question, design of the study, methodology, data collection, analysis, interpretation and dissemination of results.

If you answer "yes" to the question above, please ensure that you include the relevant equity, diversity and inclusion considerations in your proposal and use the text box below to explain your answer.

If you answer "no" to the question above, please use the text box below to explain why equity, diversity and inclusion considerations have not been taken into account.

To confirm that your text has not exceeded the character limit, save your progress and select Preview.



FORM 201: EDI IN RESEARCH

In addition to NSERC's website, NSERC recommends the website "Gendered Innovations in Science, Health & Medicine, Engineering, and Environment" (Available in English only).

<https://genderedinnovations.stanford.edu/>

Website published by Stanford University where researchers can find multiple resources focusing on the development of practical methods of sex, gender and intersectional analysis for research in the sciences and engineering, as well as case studies highlighting how these kinds of analyses lead to innovation.

The screenshot shows the NSERC website interface for Form 201. At the top, the NSERC logo and website address (www.nserc-crsng.gc.ca) are displayed. Below this is a navigation bar with links: Save, Preview, Portfolio, Help, Instructions, and Logout. The main content area is titled "Form 201 - Equity, diversity and inclusion considerations in the research process". It includes a sidebar with a list of sections: Application Profile, Person Profile, Addresses, Academic Background, Experience, Awards, Location of Tenure, S&F Information, Thesis, Key Words, EDI in research, Outline of Proposed Research, Bibliography, Justif. for Eligibility of Proposed Research, Contributions/ Statements, Special Circumstances, Transcripts, Reports on the Applicant, and University Comments. The "EDI in research" section is currently selected. The main text area contains instructions: "Before answering the question below, please read the following resource: [Equity, diversity and inclusion considerations at each stage of the research process](#)." It then asks: "Have relevant equity, diversity and inclusion considerations been taken into account at any of the stages of the research process for your proposed research?" and provides a dropdown menu for "yes" or "no". It also includes a text box for explaining the answer and a confirmation message: "To confirm that your text has not exceeded the character limit, save your progress and select Preview." A large text box for the answer is visible at the bottom.

FORM 201: OUTLINE OF PROPOSED RESEARCH

PDF attachment - maximum 2 pages

- Provide a detailed yet concise description of proposed research project for the period during which the award will be held. Be as specific and enthusiastic as possible without being too jargon-laden
- [NSERC online presentation and attachment standards](#) must be followed
- Provide background information to position the proposed research within the context of the current knowledge in the field.
- State the significance of the proposed research to a field or fields in NSE.
- State the objectives and hypothesis, and outline the experimental or theoretical approach to be taken (citing literature pertinent to the proposal) and the methods and procedures to be used.
- Do not repeat information from Thesis section (you can refer to it)
- Review detailed instructions: http://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/instructions/201/pgs-pdf_eng.asp



FORM 201: BIBLIOGRAPHY

PDF attachment - maximum 5 pages

- You must properly reference ideas or texts belonging to others that are cited or directly relevant to your outline of proposed research
- You should not list additional or unnecessary references to fill up space
- Follow the citation conventions that are appropriate to your research discipline or field

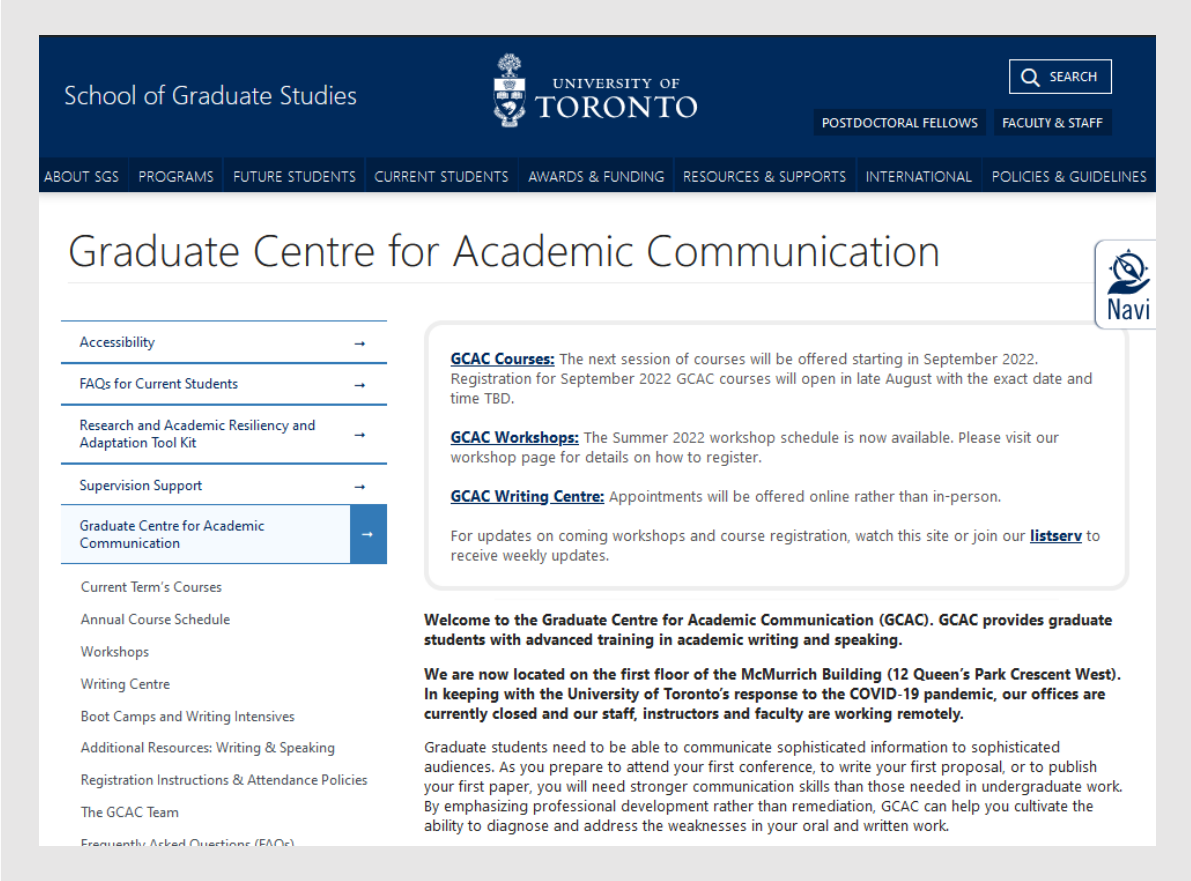
COMMON MISTAKES WHEN WRITING PROPOSAL / CONTRIBUTIONS / STATEMENT (AS PER NSERC CMTS)

- Lack of focus or coherence
- Repetitiveness
- Failure to cite important & relevant work in the area
- Citing too many irrelevant articles
- Spelling or grammatical mistakes
- Too much detail on minor issues; too little detail on major issues
- Research contributions not properly highlighted (too modest)
- Impact / importance of research not explained



GRADUATE CENTRE FOR ACADEMIC COMMUNICATION

- Currently registered graduate students can get writing help from the Graduate Centre for Academic Communication (GCAC)
- GCAC offers bootcamp/intensive courses and workshops for proposal writing. They also offer one-on-one appointments to help with proposals
- <https://www.sgs.utoronto.ca/resources-supports/gcac/>



School of Graduate Studies

UNIVERSITY OF TORONTO

POSTDOCTORAL FELLOWS FACULTY & STAFF

ABOUT SGS PROGRAMS FUTURE STUDENTS CURRENT STUDENTS AWARDS & FUNDING RESOURCES & SUPPORTS INTERNATIONAL POLICIES & GUIDELINES

Graduate Centre for Academic Communication

Accessibility →

FAQs for Current Students →

Research and Academic Resiliency and Adaptation Tool Kit →

Supervision Support →

Graduate Centre for Academic Communication →

Current Term's Courses

Annual Course Schedule

Workshops

Writing Centre

Boot Camps and Writing Intensives

Additional Resources: Writing & Speaking

Registration Instructions & Attendance Policies

The GCAC Team

Frequently Asked Questions (FAQs)

GCAC Courses: The next session of courses will be offered starting in September 2022. Registration for September 2022 GCAC courses will open in late August with the exact date and time TBD.

GCAC Workshops: The Summer 2022 workshop schedule is now available. Please visit our workshop page for details on how to register.

GCAC Writing Centre: Appointments will be offered online rather than in-person.

For updates on coming workshops and course registration, watch this site or join our [listserv](#) to receive weekly updates.

Welcome to the Graduate Centre for Academic Communication (GCAC). GCAC provides graduate students with advanced training in academic writing and speaking.

We are now located on the first floor of the McMurich Building (12 Queen's Park Crescent West). In keeping with the University of Toronto's response to the COVID-19 pandemic, our offices are currently closed and our staff, instructors and faculty are working remotely.

Graduate students need to be able to communicate sophisticated information to sophisticated audiences. As you prepare to attend your first conference, to write your first proposal, or to publish your first paper, you will need stronger communication skills than those needed in undergraduate work. By emphasizing professional development rather than remediation, GCAC can help you cultivate the ability to diagnose and address the weaknesses in your oral and written work.

FORM 201:

JUSTIFICATION FOR ELIGIBILITY OF PROPOSED RESEARCH

Optional PDF attachment - maximum 1 page

- If your research has any potential overlap with health or social sciences, you should complete this section
- This section is used by NSERC staff to determine the eligibility of your proposed research; it is not seen by the selection committees
- Use plain language to explain why you believe that your research is intended to advance knowledge in NSE.
- It should not be another description of your research project
- It should be a short explanation (a paragraph is fine, you do not need to use the whole page)
- Use examples from the [Addendum to the guidelines for the eligibility of applications related to health](#) to clarify that your research falls within NSERC
- [NSERC online presentation and attachment standards](#) must be followed



FORM 201: CONTRIBUTIONS & STATEMENTS

PDF attachment - maximum 2 pages

- Part 1 - Contributions to research and development: Articles published, accepted, submitted. Listed with most recent first.
 - Explain role and contribution(s) if not first author, do not include any articles that are currently in preparation or those on which you do not appear as an author
 - Refereed conference presentations are highly valued; therefore, non-refereed presentations must be categorized properly and not be listed in the refereed presentation section.
- Part 2 - Most significant contributions to research and development:
 - From the contributions listed in Part I, choose up to three that you judge to be your most significant contributions to research and development and comment on the importance of these contributions to the research area.
- Part 3 - Applicant's statement: group comments under the following headings:
 - Research experience
 - Relevant activities (describe leadership role, not just position title, i.e., teaching, mentoring, managing, industrial work experience)
- No updates accepted once application is submitted to NSERC
- Please review the full contributions & statement guidelines on [NSERC's Form 201 instructions page](#)



FORM 201: TECHNOLOGY TRANSFER LETTER

Optional PDF external document - maximum 1 page

Many contributions to industry or other end-users take the form of technical or internal reports that are confidential, to protect proprietary information, or are subject to patent or copyright protection. If your record includes contributions of this kind, and these cannot be elaborated upon in your application for confidentiality reasons, you may provide a Technology Transfer Letter

Letter requirements:

- One page letter should be written by the institution or company research involved with the technology transfer
- The letter should attest to the nature and significance of the contribution in as specific terms as possible (without disclosing confidential or protected information)
- The letter should not address research or leadership skills beyond the scope of the applicant's contributions to the confidential or protected work
- The letter should be emailed to the graduate administrator at your department so it can be sent separately SGS.

If your application is selected to be forwarded to the national competition, SGS will forward the letter to the NSERC selection committee for consideration only if it clearly addresses and demonstrates the confidential or protected nature of the contribution.



FORM 201:

SPECIAL CIRCUMSTANCES (OPTIONAL)

- Text box, maximum 2300 characters
- Describe any special circumstances that have had an effect on performance or productivity, e.g., health problems, family responsibilities, parental leave, disabilities, trauma and loss, or other applicable circumstances.
- Explain any gaps in the chronology of your experience (including relevant employment).
- Do not be shy about describing delays and disruptions in this section.
- The selection committee members are asked to recognize delays and assess the quality of the applicant's performance and productivity during their active period (that is, excluding the period of special circumstances).
- If the current or previous thesis supervisor is unable to provide a Report on the Applicant, applicants may use this section to provide an explanation. It would be considered normal to not have a new supervisor be a referee or for students just starting their program to not have a supervisor yet, but applicants can still explain here to minimize any doubts for the reviewers.
- This section can also be used to describe the impact of COVID-19 on any aspect of the application. Describe any special circumstances that may have delayed, disrupted or interrupted studies or research, or otherwise affected the performance on which the assessment for funding will be made. e.g., Delays in publications, data collection, and cancelled conferences.



FORM 201:

TRANSCRIPTS - **UPDATED**

- Applicants are responsible for uploading their transcripts, combined together into a single pdf file, to their own application
- One (black and white) PDF file and must include up-to-date transcripts **of all undergraduate and graduate studies**
 - Applicants registered in a degree program in the fall session of the year of application, must provide an up-to-date transcript that **demonstrates registration in the degree program**, even if there are no grades or courses
 - Exchange/transfer credits from university courses, where the grade is not present in the home institution transcript must be included.
- Up-to-date transcripts are defined as transcripts dated or issued in the fall session of the year of application (if currently registered) or after the last term completed (if not currently registered)
 - Official transcripts are defined as transcripts issued by the institution's registrar's office.
 - Official e-transcripts are acceptable but should be "printed to PDF" before uploading or combining with other transcripts to remove encryption (e.g., using web browser, Adobe Acrobat Reader, or freely available PDF software).



FORM 201:

TRANSCRIPTS – **NEW CONTINUED**

- Transcripts from outside North America, certified copies are acceptable
- Transcripts written in a language other than English or French, must include a certified English or French translation
- Must include only one copy of the legend (for each transcript). Do not scan the legend multiple times
- Applications containing unofficial transcripts will be accepted by **NSERC**, however applicants should note that submission of an application will continue to serve as a formal attestation that they provided true, complete, accurate information in the application and its related documents.
 - The Tri-Agency may contact administrative staff at applicants' institutions or applicants directly in order to verify that the contents of the submitted transcripts are true, complete and accurate.
- SGS recommends students to submit official transcripts whenever possible as reviewers will find them easier to read and authenticity will not be questioned.
- Please review the full transcript guidelines on [NSERC's Form 201 instructions page](#)



FORM 201: TRANSCRIPTS – NEW CONTINUED

- To upload the transcript enter text in the **Document description** field (i.e., combined transcripts)
- Select the **Browse...** button and select the correct file from your computer
- Once the file has been selected click the **Attach** button
- Wait until the page refreshes

Form 201 - Transcripts

Select "Instructions" from the common menu bar for details concerning this electronic attachment. For detailed instructions on the attachment process and attachment presentation, consult the [Electronic Attachment Instructions](#).

Your electronic file attachment must meet the following specifications:

- PDF format
- Maximum file size is 10 Mb
- 8 ½" x 11" (216mm x 279mm)

Transcripts

Type File

Document description (50 chars)

Filename No file selected.

Status Document missing. (You must retrieve your document and select Attach.)



FORM 201: TRANSCRIPTS – NEW CONTINUED

- Status should be updated to “Document has been attached”
- Be sure to click the **Proofread** button, to view the document that has been uploaded to ensure it is the correct pdf file, legible and complete (with no missing pages that has grades, registration, or degree status information).
- To upload a new file, first click the **Delete** button, then repeat the uploading steps

Form 201 - Transcripts

Select "Instructions" from the common menu bar for details concerning this electronic attachment. For detailed instructions on the attachment process and attachment presentation, consult the [Electronic Attachment Instructions](#).

Your electronic file attachment must meet the following specifications:

- PDF format
- Maximum file size is 10 Mb
- 8 ½" x 11" (216mm x 279mm)

Transcripts	
Type	File
Document description	all combined transcripts
Status	Document has been attached.

ProofreadDelete



FORM 201:

REPORTS ON THE APPLICANT (REFERENCES)

- Each application must be accompanied by **two reports** on the student. Students will invite reviewers through the online system
- Reports required:
 - Report #1: From a person very familiar with applicant's research and other abilities. Able to provide specific examples and knowledgeable in the proposed area of research. Usually the thesis supervisor.
 - Report #2: Person sufficiently familiar with applicant's research and other abilities to provide a meaningful commentary.
- Report should not be from proposed supervisor unless you have worked with them in the past
- Can be your new supervisor if you do not have another person who can provide you with a better reference. It is important to pick the two people who can provide you with the best reference.
- Should be academic faculty members. Postdoctoral fellows or research associates should work with the supervising faculty member to submit the reference. Must not be from a fellow or senior PhD student.
- Ensure you set an early deadline for their report – do not list it as the day applications are due to your graduate unit
- You will not have access to the reports, but will be able to see when it is completed, and have ability to “unlock” allowing referees to make amendments



FORM 201: REPORTS ON THE APPLICANT (REFERENCES) CONTINUED

- Contact your proposed referees early to ensure they are willing to complete a positive & enthusiastic report for you.
- Feel free to remind them of your contributions and information you would like to have in the letter (screenshot of referee form available in this presentation);
- Referees are asked to review your Form 201 on the report so be sure to complete as much of it as you can before sending the reference request.
- Follow-up prior to the deadline (note you must have both references completed before you can submit your application); and
- Remember to give them a big thank you.



IMPLICIT OR UNCONSCIOUS BIAS

NSERC expects reviewers to consistently guard against the possibility of unconscious bias influencing the decision-making process, whether these biases are based on schools of thought, the perceived value of fundamental versus applied research, areas of research or research approaches (including emerging ones), size or reputation of an institution, age, gender, and/or other personal factors associated with the applicant. To assist members in recognizing potential bias, all members are asked to complete the [Unconscious Bias in Peer Review](#) online learning module. Members are also encouraged to complete one of the [Sex and Gender training modules](#) produced by CIHR.

NSERC strongly encourages the use of inclusive language (for example, “the applicant” or “they” instead of “he/she” if they do not remember the gender). Any discussions should be free from words or sentences that reflect prejudiced, stereotyped, or discriminatory language of particular people, groups or their institution. Use of inclusive language has been shown to decrease unconscious bias during the review process. For further information on unconscious bias, consult the [Gov. Of Canada Dept for Women and Gender Equality’s Unconscious Bias – Additional Resources](#) webpage.

When requesting recommendation letters from your supervisor and referees, it may be beneficial to provide the above resources so that they can minimize unconscious bias when writing reference reports to ensure the best outcome for your application, e.g., using different types of adjectives to describe male vs. female applicants, such as outstanding male but hard-working female.



FORM 201: REPORTS ON THE APPLICANT – STUDENT VIEW

- Enter the name, email address, and report due date for each referee

Reports on the Applicant >

Form
Application Profile
Person Profile
Addresses
Academic Background
Experience
Awards
Location of Tenure
S&F Information
Thesis
Key Words
EDI in research
Outline of Proposed Research
Bibliography
Justif. for Eligibility of Proposed Research
Contributions/ Statements
Special Circumstances
Transcripts
Reports on the Applicant

Form 201 - Reports on the Applicant

Provide information on the two references who will each complete the Report on the Applicant. The reports must be completed by persons capable of making an informed assessment.

After the data is saved, the system will automatically generate an e-mail to each reference inviting them to complete a Report on the Applicant.

Report

Delete Resend Unlock

Status

Family name (30 chars)

Given name (30 chars)

Email address (100 chars)

Complete by yyyy mm dd

Report

Delete Resend Unlock

Status

Family name (30 chars)

Given name (30 chars)

Email address (100 chars)

Complete by yyyy mm dd



FORM 201: REPORTS ON THE APPLICANT – STUDENT VIEW

- Once the applicant saves the referees' information an email will be sent to the referee with a unique link to complete the "Report on the applicant"
- When the email has been sent, the status for the referee will update to "E-mail sent"
- When the referee has started the Report the status will update to "Document created"
- When the referee has completed and submitted the report the status will update to "Document completed"
- You also have the options to **Delete** (to enter a new referee), **Resend**, or **Unlock** (return for referee to edit) the referees' reports

Form 201 - Reports on the Applicant

Provide information on the two references who will each complete the Report on the Applicant. The reports must be completed by persons capable of making an informed assessment.

After the data is saved, the system will automatically generate an e-mail to each reference inviting them to complete a Report on the Applicant.

Report 1 of 2

Status E-mail sent

Delete Resend Unlock

Family name Who

Given name Doctor

Email address graduate.awards.uoft@gmail.com

Complete by 2022 yyyy 08 mm 19 dd

Report 2 of 2

Status Document created

Delete Resend Unlock

Family name Awards

Given name Graduate

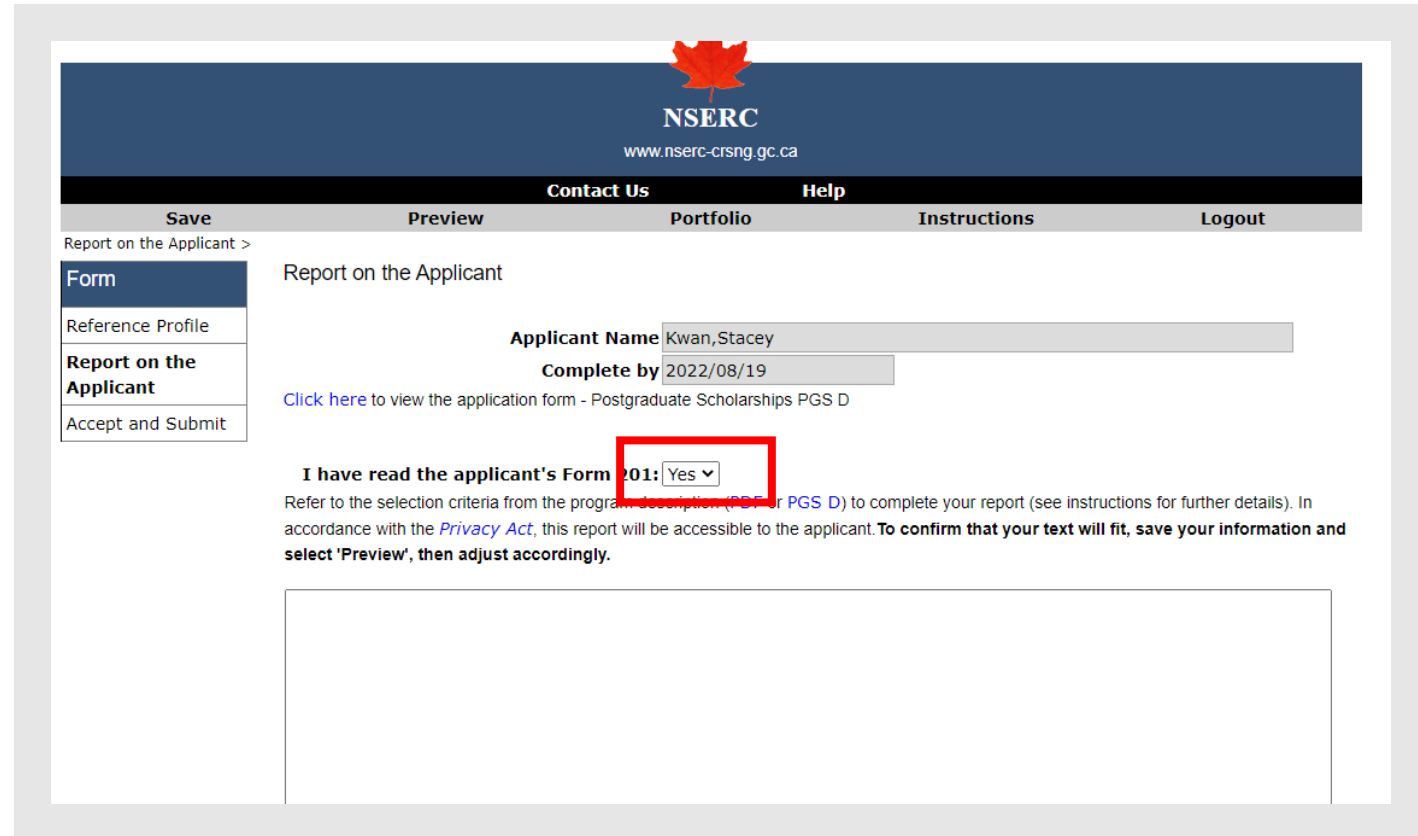
Email address graduate.awards@utoronto.ca

Complete by 2022 yyyy 08 mm 19 dd



FORM 201: REPORTS ON THE APPLICANT – REFEREE VIEW

- On the Report on Applicant page, referees must select **Yes** from the drop down menu for the field: “I have read the applicant’s Form 201”
- There is a maximum of 2500 characters for the report (approx. half a page)



The screenshot displays the NSERC Form 201 Referee View interface. At the top, the NSERC logo and website URL (www.nserc-crsng.gc.ca) are visible. Below this is a navigation bar with links: Save, Preview, Portfolio, Instructions, and Logout. The main content area is titled "Report on the Applicant" and includes a sidebar with options: Form, Reference Profile, Report on the Applicant, and Accept and Submit. The "Form" option is selected. The main content area shows the "Report on the Applicant" form. It includes fields for "Applicant Name" (Kwan, Stacey) and "Complete by" (2022/08/19). A link "Click here to view the application form - Postgraduate Scholarships PGS D" is provided. The "I have read the applicant's Form 201:" field is highlighted with a red box, showing a dropdown menu with "Yes" selected. Below this, there is a large text area for the referee's report.

NSERC
www.nserc-crsng.gc.ca

Save Preview Portfolio Instructions Logout

Report on the Applicant >

Form
Reference Profile
Report on the Applicant
Accept and Submit

Report on the Applicant

Applicant Name Kwan, Stacey

Complete by 2022/08/19

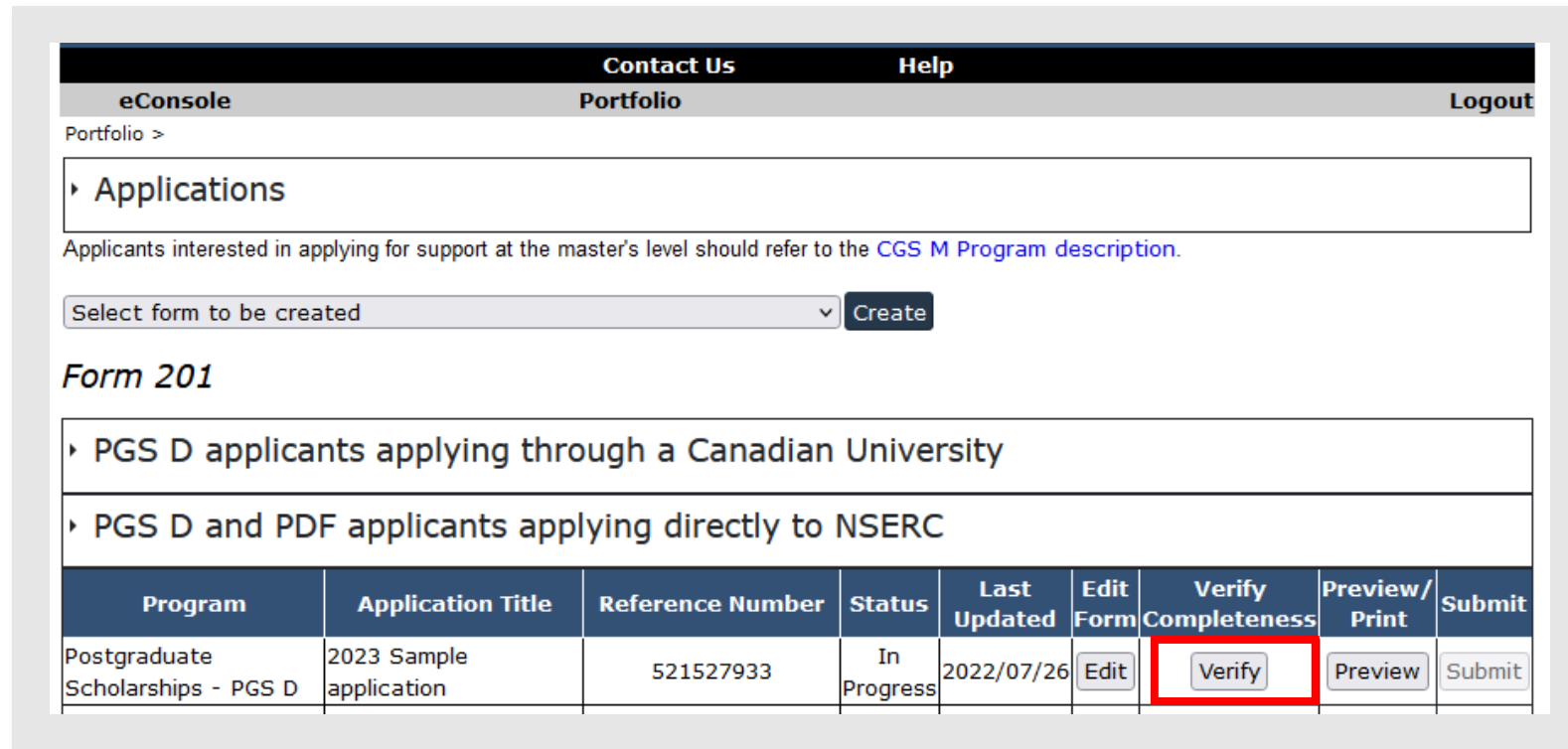
[Click here](#) to view the application form - Postgraduate Scholarships PGS D

I have read the applicant's Form 201: Yes ▼

Refer to the selection criteria from the program description (PDF or PGS D) to complete your report (see instructions for further details). In accordance with the [Privacy Act](#), this report will be accessible to the applicant. To confirm that your text will fit, save your information and select 'Preview', then adjust accordingly.

FORM 201: FINAL STEP – VERIFY & SUBMIT

- Once all sections of the application have been completed, including Reports (references), applicants must verify the application's completeness by returning to the Portfolio page and clicking the **Verify** button for their application



The screenshot shows the 'Portfolio' page in the 'eConsole'. At the top, there are links for 'Contact Us', 'Help', 'eConsole', 'Portfolio', and 'Logout'. Below these, there's a breadcrumb 'Portfolio >' and a section titled 'Applications'. A note states: 'Applicants interested in applying for support at the master's level should refer to the [CGS M Program description](#).' Below this is a dropdown menu 'Select form to be created' and a 'Create' button. The section 'Form 201' is expanded, showing two options: 'PGS D applicants applying through a Canadian University' and 'PGS D and PDF applicants applying directly to NSERC'. Below these is a table with application details.

Program	Application Title	Reference Number	Status	Last Updated	Edit Form	Verify Completeness	Preview/Print	Submit
Postgraduate Scholarships - PGS D	2023 Sample application	521527933	In Progress	2022/07/26	Edit	Verify	Preview	Submit



FORM 201:

FINAL STEP – VERIFY & SUBMIT

- If any changes are made after the Verify button has been clicked, you must again verify
- Until you click **Submit**, you can edit and revise your application
- The submit button will only become available after all sections are completed and the application has been verified
- We recommend previewing the application before submitting in order to check that all the information is accurate and up to date
- You must click the **Submit** button in order for the application to be considered submitted and received by the institution for review



NSERC TUTORIAL VIDEOS

- Playlist - Scholarships & Fellowships program application videos, includes program updates, online system tutorials, and advice and tips for writing an application:

English <https://www.youtube.com/playlist?list=PL6ox0GB7vXYIhaAY7mEqwmMqYK9TGCp1E>

French https://www.youtube.com/playlist?list=PLW6knVGZzKrsJ1il_nGLoZSQOUwO7ykXr

The screenshot shows a YouTube interface. On the left is a sidebar with navigation options: Home, Explore, Shorts, Subscriptions, Library, History, Watch later, and Liked videos. Below these are subscription categories: Music, Sports, and Gaming. The main content area displays a playlist titled "Scholarships & Fellowships program application tutorials" by the channel "NSERCTube". The playlist description indicates it contains 10 videos with 16,816 views, last updated on February 24, 2022. A "PLAY ALL" button is visible. To the right of the main video player, a list of five videos is shown:

Video Number	Video Title	Channel	Duration
1	NSERC program updates	NSERCTube	9:28
2	USRA program information	NSERCTube	12:01
3	CGS M program information	NSERCTube	5:52
4	CGS M – How to apply using the Research Portal	NSERCTube	16:59
5	PGS D and CGS D program information	NSERCTube	12:47

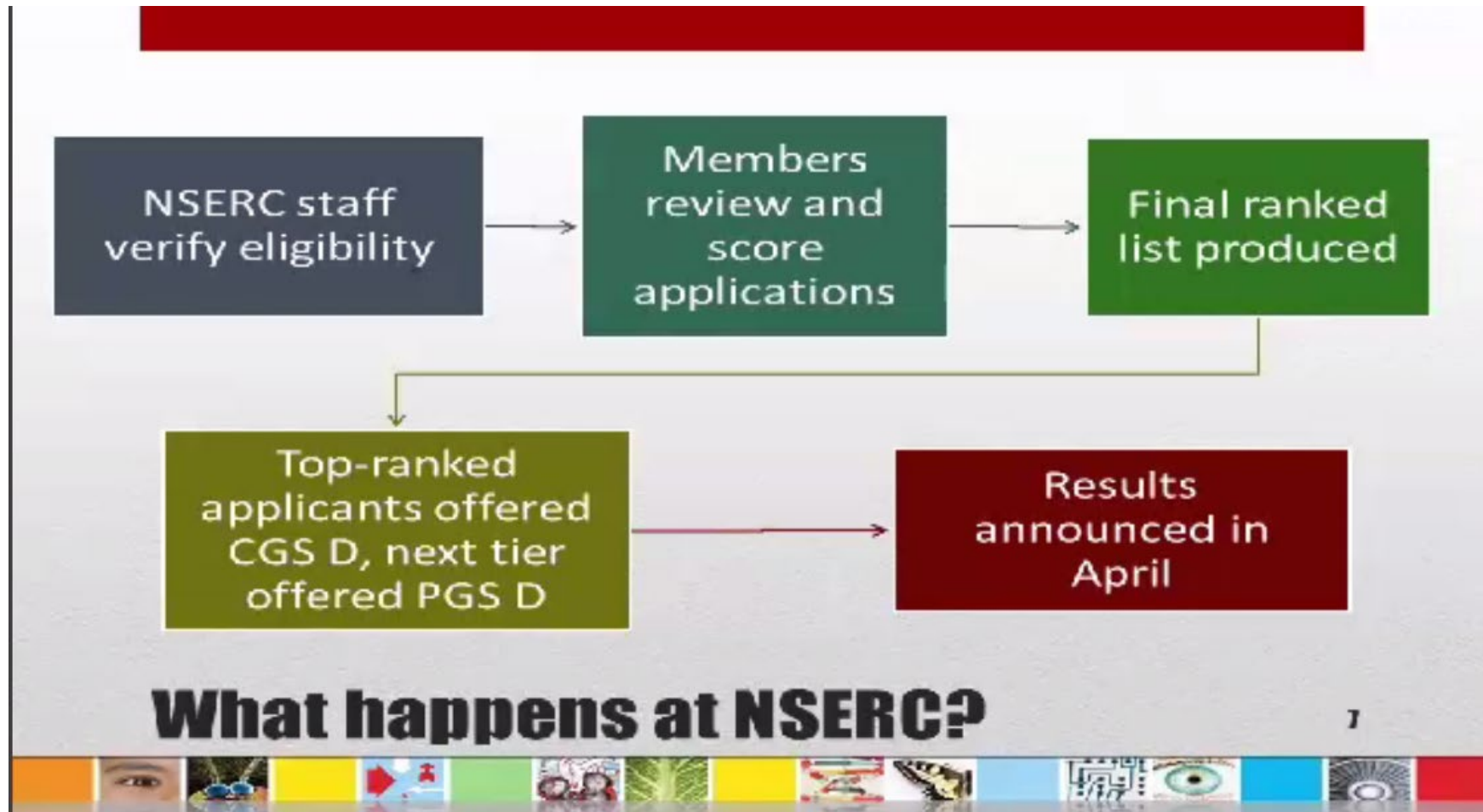


WHAT HAPPENS AFTER YOU SUBMIT YOUR APPLICATION?

1. **Graduate unit review** - graduate unit reviews all applications submitted to the unit and nominates a quota number of applications to SGS for review
 2. **SGS review** – SGS reviews all applications received from units for the university-wide competition. At SGS there are three NSERC doc sub-committees, which select the top applicants to forward to NSERC for the national competition. Each file is read by three committee members who are outside of the applicant's department.
 3. **NSERC review** – NSERC reviews all applications received for the national competition and selects the recipients of the 2023-24 NSERC CGS D and PGS D awards.
- You should receive an email from your dept letting you know if your application was forwarded to SGS. If forwarded to SGS, we will also let you know whether your application is being forwarded to NSERC.



WHAT HAPPENS AT NSERC?



NSERC RESULTS: U OF T

	2020-2021	2021-2022	2022-2023	2023-2024
<i>Applications Reviewed at SGS</i>	340	327	321	297
<i>Applications Forwarded to NSERC</i>	277	278	269	256
<i>Awards Received by U of T</i>	116	97	102	91
<i>U of T Success Rate</i>	42%	35%	38%	35%

NSERC RESULTS: CANADA WIDE

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<i>Total Forwarded</i>	1687	1693	1878	1845	1721
<i>Total Awarded</i>	769	713	786	684	717
<i>Success Rate</i>	45%	39%	42%	37%	42%

MICHAEL SMITH FOREIGN STUDY SUPPLEMENT

OBJECTIVE & ELIGIBILITY

Objective - To support high-calibre graduate students in building global linkages and international networks through the pursuit of exceptional research experiences at research institutions outside of Canada.

- Available to active CGS Master's, CGS Doctoral or eligible Vanier CGS holders
- Up to \$6,000

Eligibility - Applicants must:

- hold an active CGS at the time your study period abroad starts;
- be registered full time in a graduate research studies program at a Canadian institution for the duration of the time abroad;
- take up the award within one year of receiving the notice of award for the CGS Michael Smith Foreign Study Supplement *some exceptions made due to COVID
- return to complete your degree in Canada.



MICHAEL SMITH FOREIGN STUDY SUPPLEMENT

KEY DATES

- Deadline for universities to submit applications to the granting agencies: June 10th and October 10th
- Students submit application and all required documents to the School of Graduate Studies for consideration by **Monday, September 25, 2023**

ADDITIONAL TIPS



WHAT MAKES A GREAT MERIT BASED APPLICATION?

Advice from Graduate Awards Office & Prof. Malcolm Campbell - Former Vice-Principal Research, UTSC

- Reviewers may spend as little as 6-8 minutes on each application. You have a short period of time to sell yourself on paper.
- Know the Selection/Evaluation Criteria – make sure you “hit” them all

ACADEMIC ACHIEVEMENTS

- Reviewers look heavily at PROGRESS. Ongoing awards look good. Publications, historical grade trends, and PRODUCTIVITY are all important
- Your contributions/role in a project, impact of the work, awards, presentations, research background, communication achievements, leadership roles (volunteer, elected positions, clubs, sports, etc.)
- Limit to university level achievements

RESEARCH PROPOSAL/PLAN OF STUDY

- Write a clear and concise research proposal that an educated non-expert could understand
- Give your proposal to as many people as possible to review – ideally a professor/ senior graduate student who can critique it
- Read the proposal out loud to yourself and others. If it doesn't sound natural, then it needs more work
- Engage the reviewer
- Importance/Significance – you want your reviewer to advocate for your application

WRITING STYLE/FORMATTING

- Make it easy for the reviewer to find key information
- Use headings
- Apply boldface or underlined text strategically
- Be clear, succinct, scholarly but understandable
- Be straight forward, emphasize strengths, not a time to be shy
- Follow formatting standards

QUESTIONS

Stacey Kwan

Graduate Awards Officer

School of Graduate Studies

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