

To: Deans, Associate Deans, Directors, Heads, and Graduate Officers
From: Dr. Faye Murrin, Dean *pro tempore*, School of Graduate Studies
Date: September 18, 2014
Re: Canada Graduate Scholarships Master's Competition (CGS M)

As you are aware, last year the Tri-Council implemented a new model of delivery for a **harmonized Canada Graduate Scholarship (CGS) Master's Award** as the first step in on-going efforts to unify and simplify processes related to programs common to CIHR, NSERC, and SSHRC.

Details on the harmonized CGS M program can be found at the [Canada Graduate Scholarships – Master's Program web site](#). Highlights of the harmonized process for the CGS-M at Memorial include the following.

- Applications are made online through a common [research portal](#) and using the [Common CV](#). At the time of application applicants may select up to five universities where they wish to hold the award. The applicants themselves are required to upload *official* transcripts. The deadline for application is **December 1, 2014**.
- There is no longer any national adjudication process of CGS M applications. Universities receive allocations, conduct the selection process and offer awards. For this competition, the allocations for Memorial are 2, 11 and 16, for CIHR, NSERC and SSHRC respectively.
- **Because the award must be taken up at the institution offering the award, we need to ensure that the academic unit is willing and able to admit students to whom we are making scholarship offers. Therefore, the departments (or other appropriate academic units) will be asked to confirm whether or not they will grant admission to the applicant if he or she is offered a CGS M at Memorial University. The departmental information will be made available to one of the three University selection committees making final decisions. Please see the details of Memorial's timeline for these procedures and the Selection criteria for the awards (attached).**
- Offers of awards will be made online through the Research Portal on **April 1. Results cannot be released before the April 1st deadline as per the Tri-Council program requirements.** After that time, applicants will have three weeks to respond to offers of awards. If an offer is not

accepted within that period, the University may proceed to the next ranked student.

- Recipients of CGS-M Scholarships who hold their award at Memorial are eligible to receive **the Dean's Excellence Award of \$5000** in addition to the CGS M award.
- The proposed research project and program of study must be eligible within the mandate of the agency to which the nomination will be submitted. If applicants are in doubt as to which agency they should be applying through, they should send a one-page summary of their research proposal to glamkin@mun.ca or to the appropriate Tri-council agency well in advance of the December 1st deadline.
- Prospective students who are interested in holding their Tri-Council Award at Memorial should apply for admission into a graduate program by February 1st, 2015. Applicants are not eligible to receive or accept a CGS-M offer from a university in which they are not enrolled or to which they have not applied for admission.

Questions about Tri-Council Award applications may be directed to Gail Lamkin at glamkin@mun.ca.

Dr. Faye Murrin
Dean *pro tempore*
School of Graduate Studies

FM/gl

cc: Dr. K. Side, Interim Associate Dean, School of Graduate Studies

Attachments

Memorial University's Tri-Council CGS M Timeline – 2014-2015

December 1, 2014 by 8:00 pm (eastern)

CGS M applications must be submitted by students to the **online application portal**. Applicants are unable to submit their applications until they are complete (which include transcripts and reference letters). The portal will be closed after **December 1, 2014 at 8:00 pm (eastern)**.

December 1, 2014 - January 16, 2015

SGS will review applications for eligibility and calculate averages individually for the last 2 completed years of study.

January 16, 2015

SGS will send applications to departments through D2L for review. The recommendation sheet will be forwarded by email.

January 19, 2015 - February 13, 2015

Departments are to review the applications. Only applicants who are acceptable for admission by the department are to be recommended to the University Selection Committees for consideration.

February 1, 2015

Students should have applied for admission to Memorial before this date to be eligible for the CGS M award.

February 13, 2015

Departments will return updated recommendation sheets to SGS at glamkin@mun.ca by 4:30 pm.

February 16 to March 23, 2015

SGS sends all recommended applications and recommendation sheets to the appropriate University Scholarship Selection committees (CIHR, NSERC and SSHRC) for review. Each committee will provide SGS with a final ranking of applicants to be offered awards in the first instance, with all other recommended applicants ranked as a waitlist for any subsequent offers. Council committees send ranking sheets to glamkin@mun.ca by 4:30 pm March 23th

March 24 - March 31, 2015

SGS compiles names of all students to be offered and waitlisted for Tri-Council Awards and posts initial offers to the Research Portal.

April 1, 2015

Tri-Council CGS M applicants will receive notification from the university indicating whether or not they are being offered a Tri-Council award via Research Portal.

April 22, 2015

This is the deadline by which students must accept the initial CGS M offers from Memorial.

April 23, 2015 – until all awards are distributed

Following the initial acceptance deadline, based on declined awards, SGS may make additional offers.

Criteria: The criteria for the award include Academic Excellence (50%), Research Potential (30%) and Personal Characteristics & leadership Skills (20%)

Criteria	Description	Weight
Academic Excellence	<p>As demonstrated by past academic results, transcripts, awards and distinctions.</p> <p>Indicators of Academic Excellence:</p> <ul style="list-style-type: none"> Academic record (first class average) Scholarships and awards held Duration of previous studies Type of program and courses pursued Course load Relative standing (if available) 	50%
Research Potential	<p>As demonstrated by the applicant’s research history, his/her interest in discovery, the proposed research, its potential contribution to the advancement of knowledge in the field, and any anticipated outcomes.</p> <p>Indicators of Research Potential:</p> <ul style="list-style-type: none"> Quality and originality of contributions to research and development Relevance of work experience and academic training to field of proposed research Significance, feasibility, and merit of proposed research Judgment and ability to think critically Ability to apply skills and knowledge Initiative, autonomy and independence Research experience and achievements relative to expectations of someone with the candidate’s academic experience 	30%
Personal Characteristics and Interpersonal Skills –	<p>As demonstrated by the applicant’s past professional and relevant extracurricular interactions and collaborations.</p> <p>Indicators of Personal Characteristics and Interpersonal Skills:</p> <ul style="list-style-type: none"> Work experience 	20%

Criteria	Description	Weight
	Leadership experience	
	Project management including organizing conferences and meetings	
	The ability or potential to communicate theoretical, technical and/or scientific concepts clearly and logically in written and oral formats	
	Involvement in academic life	
	Volunteerism/community outreach	