Section 1: Student Information

- Complete this section with your information.

Section 2: Proposed Studies at Waterloo

- If you are already enrolled in the graduate program (at Waterloo) for which you are applying for OGS/QEII-GSST funding, indicate your current department as your “proposed” department. The proposed department is where you are planning to hold the scholarship if you are successful.
- If you are not already registered in the graduate program (at Waterloo) for which you are applying for OGS/QEII-GSST funding, indicate the graduate program to which you have/will be applying. This is the department to which you will submit your application. *If you are applying to more than one department, you must pick one and submit your application there.

Section 3: Current/Most Recent Studies

- Complete this section with your information.

Section 4: Tri-agency Application(s)

- Complete this section with your information.

Section 5: Referees

- Complete this section with your referees’ information.

Section 6: Competitive postsecondary awards and prizes held

- If applicable, list a maximum of 15 competitive postsecondary scholarships, fellowships, prizes and other academic or professional awards that you have received and you think would be the most pertinent to the adjudication of your application.
- List Federal tri-agency or Ontario government awards (CIHR, NSERC, SSHRC, Vanier).
- Do not list high school awards.
Section 7: Research Proposal/Program Statement (1 page maximum)

- Waterloo expects applicants to write their own research proposal/program statement independently, and that ideas and/or texts belonging to others are properly referenced.
- Provide a detailed description of the planned research and or project during the period in which the award will be held.
- Be as specific as possible. However, use **plain language**, so that it is readable by someone with a background in the discipline but has no specific knowledge of your particular field of research.
- Provide background information to position the proposed research/project within the context of the current knowledge in the field.
- State the significance of the research or project in the particular field.
- **Do not** refer to URL’s as the committees will not be able to look up the information.

For applicants with a research background:

- State the objectives.
- Outline the experimental or theoretical approach to be taken.
- State the methods and procedures that will be used.

If a specific project has not been decided upon, you must still provide a detailed description of a research or project statement that interests you. Be as specific as possible.

Section 8: Bibliography and Citations for Research Proposal/Program Statement (1 page maximum)

- Use this page to acknowledge any works referred to or used in preparation of your research proposal or program statement.

Section 9: Publications and Presentations (1-2 pages maximum, see page limits)

**Master’s students - maximum of 1 page**

**Doctoral students - maximum of 2 pages**

<table>
<thead>
<tr>
<th><strong>DO:</strong></th>
<th><strong>DON’T:</strong></th>
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<td>Identify each contribution (i.e. journal article, conference, poster presentation, etc.) and whether it is refereed or not.</td>
<td>Do not include your thesis, work term reports or any articles that are currently in progress/preparation or those on which you do not appear as an author.</td>
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What does “peer reviewed” or “refereed” mean?

It is the process used by publishers and editors of academic or scholarly journals to ensure that the
articles they publish meet accepted standards of their discipline. Manuscripts under consideration for publication are sent to independent experts in the field (the author's scholarly/scientific peers). These experts evaluate the quality of the scholarship, reliability of findings, relevance to the field, appropriateness for the journal, etc. Most scholarly journals are peer reviewed.

List scholarly contributions including:

- Articles published, accepted or submitted (provide submission number) to refereed journals;
- Other refereed contributions including: papers in refereed conference proceedings, posters, specialized publications and conference presentations and posters; contributions resulting from participation in industrial relevant Research and Development activities;
- Patents and copyrights awarded such as software (include title and name of joint inventors).

Required Format: full authorship as it appears/will appear in the original publication, year, title, publication name, volume, page number(s), and chapters if applicable.

Example:

**Articles published or accepted in refereed journals**


Section 10: Relevant Volunteer, Leadership, Academic Work Experience (1 page maximum)

- List any relevant professional/community involvement, extracurricular activities, and relevant work experience.

Section 11: Special Circumstances (if applicable only)

- In the space provided, you may describe any special considerations such as health problems, family responsibilities, disabilities, or other circumstances that have had an effect on your
performance or productivity, including any delays in disseminating your research results or completing your degree. The weight to be given to any special circumstances will be determined by your Waterloo Faculty/Department OGS/QEII-GSST ranking committees.

Section 12: Collection, disclosure, consent, declaration, signature

• Make sure you read and understand the information provided regarding the collection and disclosure of information as well the applicant’s consent and declaration before you sign your name. Signing the application indicates that you agree to the bulleted statements on this page and that you attest that all of the information you have provided within the application form is accurate and correct. Your signature and date is required in order for your application to be eligible for the OGS/QEII-GSST competition.

Section 13: Student Checklist

• When submitting your application, you should be able to check “Yes” for each checklist item.

Last updated: September 1st, 2016.