SSHRC, NSERC, and CIHR
Canada Graduate Scholarships – Master’s (CGS-M) 2021-2022

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Canada Graduate Scholarships – Master’s “CGS-M”

- Value and Duration: $17,500.00 for 12 months; non-renewable; tied to institution!!!
- Top up from Graduate Studies: $5,000.00 lump sum payment at start of award!
- Tenable: 21-22 academic year – start date options: May 2021, Sept, 2021, or Jan 2022

CGS-M Objectives:

- to help develop research skills and assist in the training of highly qualified personnel by supporting students who demonstrate a high standard of achievement in undergraduate and early graduate studies.

- Funding comes from the “Tri-Agencies” - refers to the three Canadian federal funding agencies:
  - SOCIAL SCIENCES AND HUMANITIES RESEARCH COUNCIL – SSHRC
  - NATURAL SCIENCES AND ENGINEERING RESEARCH COUNCIL – NSERC
  - CANADIAN INSTITUTE OF HEALTH RESEARCH – CIHR

- You must select one of the three agencies to apply to within the application – this is based on the nature of your research project; more on this later!!!
CGS-M Requirements:

- Must be a Canadian citizen or permanent resident of Canada;

- Be enrolled full time, or intend to apply for admission to a Master’s program at an eligible Canadian institution with an allocation—yes, U of M has an allocation so you can apply to us!

- As of December 31\textsuperscript{st} of the year of application—ie: Dec 31\textsuperscript{st}, 2020:
  - Have completed between zero and 12 months of full time study in an eligible Master’s degree program; example: if you were admitted to a Master’s program in Fall 2019, and you have been registered continuously full time to date, then you would not be eligible for the CGS-M.
  - Students in combined Master’s/PhD programs are also eligible

- Have not previously held the CGS-M—it can only be held once by an individual; and,

- Have achieved a first-class average, as determined by the host institution, in each of the last two years of completed university-level study
  - \textit{i.e.: have achieved a minimum grade point average (GPA) of a 3.75 (on a 4.50 scale) in each of the last two years of completed university-level study} – a GPA on each of the last two years is calculated separately; if one of the years is below 3.75, even if the other is above, then unfortunately you are not eligible.
  - \textit{include a summer, fall, and winter terms as a full year} – but have to look at academic history individually to calculate the years
What Programs are Eligible?

Program eligibility:

An eligible graduate program must have a **significant research component**. A significant research component is considered to be original, autonomous research that leads to the completion of a thesis, major research project, dissertation, scholarly publication, performance, recital and/or exhibit that is merit/expert-reviewed at the institutional level as a requirement for completion of the program.

- *Master’s programs that are based only on course work are typically not eligible since they do not include a significant autonomous research component.*

**IT IS VERY IMPORTANT TO CONSIDER WHICH OF MANDATES OF THE THREE AGENCIES – SSHRC, NSERC, OR CIHR – YOUR RESEARCH PROJECT IS BEST ALIGNED WITH!**
Tri-Agency Mandates & Subject Matter Eligibility – Why does it matter?:

- Within the application online you will have to select SSHRC, NSERC, or CIHR for the agency you wish to apply to;

- This pertains to your research – just because your department is in the Faculty of Arts does NOT mean you automatically apply to SSHRC – eg) Psychology – funded research from all three Agencies

- SSHRC: The intended outcome of the research must primarily be to add to our understanding and knowledge of individuals, groups, and societies - what we think, how we live and how we interact with each other and the world around us.

- NSERC: The intended objective(s) of the research must primarily be to advance knowledge in one or more of the natural science or engineering disciplines.

- CIHR: The intended outcomes of the research must, as stated in CIHR’s mandate, primarily improve or have an impact on health and/or produce more effective health services and products and/or strengthen the Canadian health care system.

- PSYCHOLOGY: tricky! Check with your advisor! Note: CIHR supports all research in psychology that has direct relevance to or ultimate impact on human health

What does a complete CGS-M application look like?

- CGS-M application form – online – via Research Portal - entering applicant information;

- Selecting schools – you can select UP TO three universities to send your scores to – note: if you are already studying at U of M, you can just choose U of M, and do not have to select any others – if you choose others you will be considered in those institutions’ competitions - *remember: CGS-M is tied to the institution!*

- Selecting your appropriate agency – SSHRC, NSERC, or CIHR *check w/advisor!!!*

- CCV – Canadian Common CV – this is like your academic resume, places for awards andhonours etc. - think about taking your current academic CV and plugging it into the CCV

- Two academic letters of reference “reference assessments” - Assessments should be completed by individuals that are familiar enough with your research and other abilities so that they can provide a meaningful commentary (for example, current or previous academic research supervisor, industrial supervisor, teacher or thesis advisor). Assessments cannot be completed by a proposed supervisor unless that person is currently, or has already been, your supervisor and can provide an informed assessment **See upcoming slide!

- 1 page maximum outline of proposed research – upload pdf; excess pages removed!!!!

- 1 page bibliography maximum – upload pdf; excess pages removed!!!!

- Transcripts!!!!! - upload **More on this on upcoming slide!
References – selecting your referees:

- Should be academic – the nature of this award is academic; should not be a friend or colleague or another student – should ideally have 1 reference from your current advisor or supervisor, and another reference also from another professor who can speak to your academics and research related achievements

- You will be asked to input the referee’s information into the application portal, including their email address; the portal will send them an email with a live link asking them to click it to go and complete the reference form; they do not upload a letter – there are boxes for their responses to specific questions

- Give them lots of time to complete the reference – as much as possible

- Follow up with them with a friendly reminder email before the deadline to make sure they remember to do it! – “Hi there, just wanted to send a friendly email to check in and see if you had a chance to submit that CGS-M reference for me…”

- They will be asked to speak to you on three things: academic excellence, research potential, and personal characteristics & interpersonal skills – to rate you – ie: top 2%, top 5%, top 10%, etc etc. as well as type some information about you into the reference form online
Transcripts – aka “can’t you just use the ones I submitted for my admission?”

Short answer:

Why?!??!:

- This is a national award competition – you need to submit recently printed official transcripts for all universities and colleges you have attended to be considered for this award!!!
Transcripts – Requirements:

- Copies of OFFICIAL transcripts for all undergraduate and graduate studies; upload single PDF document of all transcripts scanned in.

- What do you mean by “official”....?

- a transcript of your academic records that is issued by the Registrar’s Office of the institution, that arrives in an envelope that has been sealed and endorsed (stamped over the back flap) by the same office of the issuing institution. (Usually you have to pay for this!)

- CGS-M Instructions say the official transcripts must be “up to date” which “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).”

- “Okay… but do I really have to order this stuff and pay for it....?

- yes, if you want to be considered for this award after you put all the time and effort in to the application, then you want to get this right. Per CGS-M instructions: “If you have not provided the up-to-date official transcripts needed to determine whether you have achieved a first-class average in each of the last two completed years of study (full-time equivalent), your application will be deemed ineligible.” – my office is required to deem students ineligible if incorrect documents are provided – don’t let this be you!!!!
Transcripts – Requirements – cont’d:

- For official transcripts from institutions/universities within Canada and the USA “Domestic”: you are required to provide scanned copies of the official transcripts you have ordered from the respective institutions – even if you are a new U of M student, and this is your first term ever studying at the U of M here, you will need to order and include a current U of M official transcript that shows your current registration in your program; keep the envelopes!!!!

PRO TIP: once you’ve scanned the transcript, then staple the envelope to the transcript so it won’t get lost! 😊

- Only exceptions for transcripts from institutions outside of Canada and the USA “International”: you may visit your home department administrator and have them create certified copies of your transcripts from your admission file – again, this is for International institutions only (does not include USA). Ensure the staff there include one copy of the “legend” on the back or anything of that sort. They should indicate on the document “certified from original” and the date and their signature.
Transcripts – Requirements – cont’d:

- I took one course at another University but I transferred it back to U of M/to another University/degree program where I graduated from. Do I need to provide a transcript from the University where I just took the one course?

- To be on the safe side, YES!!!! Don’t omit any transcripts – if you took a University level course at another University and transferred it somewhere else, then I would advise you also order a transcript from that University. “Err on the side of caution!” – especially if that was in the last two years of study!!!!

- Can’t I just use a web copy of my transcripts?

- Web print outs or unofficial copies of transcripts (or transcripts that were printed a few months ago that do not show your current registration) will not be accepted and you will be automatically deemed ineligible for the CGS-M based on incomplete documents

- I just started at the U of M this fall term, so I don’t need a U of M transcript, right?

- You will need an official U of M transcript showing your current registration in the Fall 2020 term even if you have not completed any courses or have any grades showing yet; this is required per the Tri-Agencies. Failure to include a U of M transcript showing Fall 2020 registration will result in your application being deemed ineligible.
Transcripts – Requirements – cont’d:

Once you have gathered all your official transcripts/certified copies you will need to create a PDF scan of all the transcripts – with all transcripts scanned into a single PDF file:

- Transcripts must be scanned in accordance with the following presentation standards and uploaded by the applicant in the appropriate section of the application:
  - Scanned together as a single document.
  - Include one copy of the legend (reverse of each transcript). Do not scan the legend multiple times.
  - PDF file (.pdf extension); unprotected.
  - Maximum file size of 10 mb (black and white recommended).
  - Page size 8 ½ in. x 11 in. (216 mm x 279 mm) or A4 (210 mm x 297 mm).
  - Transcripts text orientation should be upright (if possible) and must be readable on a computer monitor without any adjustment by the viewer.
  - If you have transcripts written in a language other than English or French, you are required to provide a certified translation of the transcripts.
CGS-M Summary of Application Tips:

- Follow the instructions for the transcripts! If you aren’t sure if you need to provide a transcript – JUST DO IT!!!! Don’t be the person who gets rejected for not following the instructions.

- Ensure your research proposal and bibliography are maximum 1 page each – if your application is received with a 2nd page for each of these documents it will be removed before it goes to the selection committee – you need start getting used to being able to summarize your research into a condensed format – this is a great opportunity to start doing that! – make sure your advisor looks it over for you!!!! Ask to meet with them etc.

- Make sure you list all awards, scholarships, presentations, conferences, etc. on the CCV - if you aren’t sure where to list something you can always check with your advisor – find out if there are any fellow students in your department who currently or previous held a CGS-M – ask them if they have any tips!

- If you aren’t sure what Agency to apply for then talk to your advisor or department head to consult and see what they advise

- Set yourself a reminder to remind your referees to submit their references!

- Remember: half the battle for award and grant applications is to follow the instructions to submit a complete application by the deadline

- Don’t wait until the last day to submit your application – the research portal will get really slow and bogged down! Don’t end up stressing out – do it early!!!
CGS-M – Internal Selection Process:

- Each institution is required to have an internal process to review the applications to select the recipients of the CGS-M.

- Each institution is given an allocation of awards for each Agency – the allocation dictates how many awards we have to give out for each agency; 2021-2022 quotas as follows:
  - SSHRC: 28
  - NSERC: 20
  - CIHR: 15

- Recipients are determined by the institution and are tied to the institution – meaning – if you are successful in the U of M CGS-M competition, but you decide to accept admission to a different University instead, then you cannot take the CGS-M with you; you must be successful in THAT University’s CGS-M competition to hold the award there. – remember: selecting up to three schools!

- My office will prepare all the applications for review by our Executive Awards Committee – we have members representing each Agency and Dean of FGS acts as Chair for selection committee; they will be provided time to review and rank applicants; an in-person committee meeting will be held after that for the selection committee to discuss results and determine who will receive awards, and who will be alternates – we always go through many alternates each year as students decline awards.

- You will not be able to review the decision on your application until April 1st, 2021 – that is the earliest you can view the decision – if you are successful you will also receive an email from my office with additional details on award activation and payment shortly after April 1st, 2021.
CGS-M – Important Links:

CGS-M Website:

Instructions for completing a CGS-M application – step by step instructions:

Research Portal login/create account – this is where you apply online for the CGS-M:
https://portal-portail.nserc-crsng.gc.ca/

Canadian Common CV – part of the CGS-M application:
https://ccv-cvc.ca/

Selecting the appropriate federal granting agency – info:
https://www.ic.gc.ca/eic/site/063.nsf/eng/h_FEE7261A.html