

PROGRAM RULES

CHU SAINTE-JUSTINE FOUNDATION SCHOLARSHIP

2020-2021

OBJECTIVES

The CHU Sainte-Justine Foundation Scholarship is open to master students, doctoral students and postdoctoral fellows whose research project is taking place at the CHU Sainte-Justine Research Center under the supervision of an active researcher of the Research Center.

Scholarships are awarded to outstanding students to enable them to acquire research training. These scholarships are complementary to the bursaries offered by the external granting agencies. They are evaluated by a committee of CHU Sainte-Justine researchers. They serve as leverage for obtaining external funding.

ELIGIBILITY CRITERIA

All candidates :

1. The research project must take place at the CHU Sainte-Justine Research Center and/or at the Marie-Enfant Rehabilitation Center.
2. The candidate's principal investigator must be an **active member** of the Researchers' Assembly of the CHU Sainte-Justine Research Center at the time of application.
3. The candidate must be registered at the university of affiliation of their supervisor. The student of a researcher with two universities of affiliation must be registered at the primary university of affiliation, unless the researcher has a formal collaborative agreement between the Research Centre and the secondary university of affiliation;
4. The candidate must be registered at the CHU Sainte-Justine Research Center at the time of application (except for students beginning their studies at an ulterior term).
5. The candidate cannot hold an external nominative scholarship of an amount equal or superior to Foundation's scholarship at the time of the activation of scholarship.
6. The candidate must have a valid study or work permit at the time the award is activated;
7. The committee has the right to refuse an application of a student if he has a high rate absenteeism (less than 75 % of participation) during the Friday scientific conferences.

Masters students :

1. The student must be officially accepted in a full-time M.Sc. program, with the proof of registration before the activation of the scholarship.
2. Students receiving remuneration from RAMQ or a remuneration for clinical activities must apply to the scholarship for students receiving a professional salary (see below);
3. M.Sc. students having more than **three (3) semesters**¹ completed in their program on September 1st of the current year are not eligible to apply to this competition.
4. The student cannot have already receive the Foundation's scholarship for a duration of more than **12 months** during the M.Sc.

Doctorate students :

1. The student must be officially accepted in a full-time Ph.D. program, with the proof of registration before the activation of the scholarship.
2. Students receiving remuneration from RAMQ or a remuneration for clinical activities must apply to the scholarship for students receiving a professional salary (see below);
3. Ph.D. students having more than **twelve (12) semesters**¹ completed in their program on September 1st of the current year are not eligible to apply to this competition.
4. The student cannot have already receive the Foundation's scholarship for a duration of **24 months** during the PhD.
5. Students starting a Ph.D. directly after the bachelor degree have to apply to the M.Sc. scholarship, if they are eligible.

Students receiving a professional salary (M.Sc. and Ph.D.)

1. The student must be officially accepted in a M.Sc. or Ph.D. program, with the proof of registration before the activation of the scholarship.
2. Pursues, at the same time as the studies, an internship as a resident, a fellow, a clinical instructor for which he receives a remuneration from the RAMQ or is engage in professional/clinical activities for which he receives a salary.
3. M.Sc. students having more than **three (3) semesters** and Ph.D. students having more than **twelve (12) semesters**¹ completed in their program on September 1st of the current year are not eligible to apply to this competition.
4. The student cannot have already receive the Foundation's scholarship for a duration of more than **12 months** during the M.Sc. and **24 months** during the PhD.

¹ The number of semesters completed is calculated from the first date of inscription to a program of M.Sc. or Ph.D. degree

Postdoctoral fellows

1. The candidate must hold a Ph.D. diploma or M.Sc. with a MD without rights of practice.
2. The candidate must meet the criteria of eligibility to register as a postdoctoral fellows at the university of main affiliation of his Principal Investigator.
3. The candidate must commit to register to a postdoctoral fellowship program at the university of affiliation of his Principal Investigator before the activation of the scholarship.
4. Candidates having obtained their Ph.D. diploma, or equivalent, more than three **(3) years** after September 1st of the current year are not eligible to apply to this competition.
5. The student cannot have already receive the Foundation's scholarship for a duration of more than **24 months** at the postdoctorate level.

COMMITMENTS OF THE SCHOLARSHIP HOLDER

The scholarship holder commits to respect the following conditions; otherwise, the Research Center has the right to end the payments of the scholarship:

- Conduct his research activities at CHU Sainte-Justine Research Center and/or at the Marie-Enfant Rehabilitation Center
- Attend the Research Center's scientific conferences each Friday at noon (required participation rate: 75 %)
- Submit a proof of application to two (2) external scholarships. The proofs must be given **by December 1st of the current year**, at the latest
- MSc and PhD students: Submit a valid **proof of registration** to the University program to the Academic Affairs Advisor of the summer, winter and autumn semesters (an email is sent to all students each semester). If the student does not submit a valid proof of registration, the scholarship will be suspended and a refund may be requested for the portion of the scholarship paid since the beginning of the semester;
- **Declare any scholarship received** from other organisations than the Research Center during the award period and forward the grant notification to the Academic Affairs Advisor upon confirmation of the granting organism
- Participate in the student activities and be an ambassador for the CHU Sainte-Justine Foundation activities implicating students
- Present the funded research project at the upcoming Annual Research Congress of Graduate and Postdoctoral Students at the CR-CHUSJ (poster or oral presentation)
- Inform the Academic Affairs Advisor of the MSc or PhD thesis final deposit and submit the proof of deposit when available
- Every publication, including the MSc or PhD thesis, resulting from the work carried out during the duration of the scholarship will have to **acknowledge the support from the CHU Sainte-Justine Foundation**. For example: *"We would like to thank the CHU Sainte-Justine Foundation for supporting this project."*

SCHOLARSHIP AMOUNT

The scholarship amount is annually determined by the Direction of Research depending on available funds. The scholarship amounts are:

- \$ 17 500 at the MSc level
- \$ 20 000 at the PhD level
- \$ 38 000 at the postdoctorate level
- \$ 5 000 for students receiving a professional salary

The scholarship is financed at 50 % by the Foundation and at 50 % by the student's supervisor research funds. **Research funds must come from budget accounts managed at the CHU Sainte-Justine Research Centre.**

The students doing a direct transfer from MSc to PhD degree during the award period will continue to receive the amount awarded to them (MSc scholarship). The minimum share of the supervisor will then have to be adjusted in order to respect the CR-CHUSJ's minimum scholarship policy for PhD students.

Degree	Scholarship amount from CHU Sainte-Justine Foundation	Minimal amount from the Supervisor
Master	\$ 8 750	\$ 8 750
Doctorate	\$ 10 000	\$ 10 000
Postdoctorate	\$ 19 000	\$ 19 000
Professional	\$ 2 500	\$ 2 500

EVALUATIONS

Each application will be reviewed by three evaluators. The evaluation committees are composed of active, associate or invited researchers as well as postdoctoral fellows (MSc and PhD levels only) from the CR-CHUSJ. The reviewers are not necessarily specialists in the field of research of the applicants they are evaluating, therefore research projects must be written in such a way as to be accessible to researchers from different fields of research.

The candidate will be evaluated according to criteria such as academic performance, previous experience in research, publications, presentations, the expected orientation of career, the impact of the project, and choice of laboratory for scientific training. Please see the evaluation grids in annex for more detail.

ACCUMULATION OF SCHOLARSHIPS

Master, PhD and postdoctoral students are not allowed to cumulate scholarships (not applicable for the professional scholarship). The CHU Sainte-Justine Foundation's scholarship recipients who

have obtained a grant of equal or greater value from another granting organization or foundation must inform the Research Center and decline the CHU Sainte-Justine Foundation Scholarship as soon as possible.

If the external scholarship is less than the amount of the CHUSJ Foundation scholarship, the recipient is eligible to receive the difference between the amount of the external scholarship and the CHU Sainte-Justine Foundation scholarship (50% from the Foundation and 50% from the student's supervisor research funds).

The funding will then be used to sponsor other students, as long as they have obtained satisfactory results at the evaluation, with the goal of creating a leverage effect for a maximum of students.

FUNDING PERIOD

Scholarships are for a maximal period of 12 months, not renewable. The scholarship will be activated between July 1st and September 1st of the current year. Students wishing to activate their scholarship after September 1st must decline the amounts they would have been granted between September 1st and the activation of the scholarship.

The CHU Sainte-Justine Foundation scholarship will end when one of these situations appears:

1. At the final deposit of the M.Sc. or Ph.D. thesis
2. At the departure from the Research Center
3. At the end of the scholarship award

A student holding a scholarship at the time of application and ending before September 1st of the current year, can activate the scholarship at the end of the external nominative scholarship. The Foundation's scholarship will be of a duration of 12 months and subjected to the rules of cumulative scholarships. This procedure also prevails for a student whose university registration begins during the autumn semester.

No extension of the scholarship will be granted after the end of the scholarship award, even if the deposit of the thesis has not yet been made.

PARENTAL LEAVE

Students who took a maternity, paternity or adoption leave during the study program related to the scholarship application may benefit from an eligibility extension of a maximum of six (6) months. Students wishing to avail themselves of this extension must notify the program manager and include a letter of justification in the annex file.

CHUSJ Foundation scholarship's recipient who wish to take a maternity, paternity or adoption leave must notify the Research Center at least 30 days before the start of the leave. The scholarship will then be suspended for a maximum of six (6) months. The date on which the scholarship was to end will be postponed for a period equivalent to the absence of the student.

EQUITY, DIVERSITY AND INCLUSION

The masculine gender is used without discrimination and for the sole purpose to facilitate reading. The CHU Sainte-Justine subscribes to the principle of equal access to opportunities and invites women, members of visible and ethnic minorities, persons with disabilities and Indigenous people to apply. We would appreciate it if you could inform us of any disabilities that would require technical and physical accommodation adapted to your situation during the selection process. Please be assured that we will treat this information as confidential.

PROGRAM MANAGER

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