

REQUIRED DOCUMENTS AND ORDER OF PRESENTATION

The candidate has the responsibility to ensure that the submitted application is complete.

The Research Center reserves the right to reject any incomplete applications.

Deadline: May 9, 2019, 11:59 pm

Any application submitted after this date will be refused. No application update will be allowed after the deadline.

All documents must be scanned and saved as a PDF in the order below. Applications can be written in English or in French. Documents must be sent by email at bourses.fchusj@recherche-ste-justine.qc.ca. Two (2) documents are required for the full application and the completed application needs to be submitted by the candidate before the deadline:

1. The Application form
2. The Additional documents

DOCUMENT No. 1: Application form

The documents below in a single pdf file and named: **LASTNAME_FirstName_cycle_2019-2020**

☐ The Application Form, including :

- Description of the research project
- Skills and experience
- Letter of motivation
- Summary of the academic record
- List of scholarship applications

☐ The FRQS funding version of the Canadian Common CV (CVC), up-to-date but not submitted, including:

- List of detailed contributions (publications and presentations; proof of reception of submitted articles and publisher notifications of articles accepted for publication). Impact factors of every publications must be clearly indicated.

DOCUMENT No. 2: Additional documents

All the documents below in the following order and in a single pdf file. The document must be named: **LASTNAME_FirstName_cycle_2019-2020_annexes**

☐ Transcripts

- For MSc Candidates: Baccalaureate Transcript (or equivalent) and transcript of studies in progress
- For doctoral candidates: transcript of bachelor's degree or medical studies (MD) AND MSc or PhD (or equivalent) AND transcript of studies in progress
- For candidates pursuing postdoctoral medical studies: Transcript of medical doctorate (or equivalent) and transcripts of studies in progress
- For postdoctoral fellows: No transcripts is required

- For studies outside of North America, include a document **explaining the grading system** in effect in the institution, and any other pertinent information allowing evaluating the application appropriately (group average, rank, etc.).
- ☐ Proof of applications to scholarships from external organizations worth more than \$ 10,000 (copy of letters or e-mails of submission, approval and/or refusal of the organizations).
- ☐ Proof of university awards. If you have never received a prize, please include a letter of support*
- ☐ Proof of admission in your study program (masters and doctorate students only)
- ☐ Proof of reception of submitted articles and publisher notifications of articles accepted for publication (if applicable) *
- ☐ Financial commitment form signed by the research supervisor

** Without proof or justification, the student will not be able to obtain the corresponding points.*

**All documents should be scanned and saved in PDF format in the order set out above in
TWO DISTINCT FILES and named as follows:**

**LASTNAME_FirstName_cycle_2019-2020
LASTNAME_FirstName_cycle_2019-2020_annexes**

Ex: SMITH_John_2ecycle_2019-2020

The applications must send to the following address:

bourses.fchusj@recherche-ste-justine.qc.ca