

## **PROGRAM RULES**

### **CHU SAINTE-JUSTINE FOUNDATION SCHOLARSHIP**

### **2019-2020**

#### **OBJECTIVES**

The CHU Sainte-Justine Foundation Scholarship is open to master, doctoral, postdoctoral and postdoctoral medical students (M.Sc./MD, Ph.D/MD) 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 student's principal investigator must be an active member of the Researchers' Assembly of the CHU Sainte-Justine Research Center. To confirm a researcher's status, please communicate with Marianne Arteau, Academic affairs advisor.
3. Students of researchers having a double university affiliation must be registered at the main university of their supervisor.
4. The student cannot hold an external nominative scholarship of an amount equal or superior to Foundation's scholarship at the time of the activation of scholarship.
5. The student cannot have already receive the Foundation's scholarship for a duration of more than 12 months at the MSc level, 24 months at the PhD level and 24 months at the postdoctorate level.
6. 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.

#### Master and doctorate students :

1. The student must be officially accepted in a full-time M.Sc. or Ph.D. program at his Principal Investigator's affiliated university, with the proof of registration before the activation of the scholarship.
2. The student 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).
3. M.Sc. students having more than three (3) semesters completed in their program on September 1st of the current year are not eligible to apply to this competition.
4. Ph.D. students having more than twelve (12) semesters completed in their program on September 1st of the current year are not eligible to apply to this competition.

*The students starting a Ph.D. directly after the bachelor degree have to apply to the M.Sc. scholarship, if they are eligible.*

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

#### Postdoctoral medical students (MD/M.Sc. or MD/Ph.D.)<sup>1</sup>

1. The student must be officially accepted in a full-time M.Sc. or Ph.D. program at his principal investigator's affiliated university, with the proof of registration before the activation of the scholarship.
2. The student must pursue postdoctoral medical studies, with the proof of registration before the activation of the scholarship.
3. Students having completed more than two (2) years in their program on September 1st of the current year are not eligible to apply to this contest.

#### Postdoctoral fellows

1. The candidate must hold a Ph.D. diploma or M.Sc. with a MD without rights of practice for less than five years.
2. 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.
3. 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.
4. The candidate must meet the criteria of eligibility to register as a postdoctoral fellows at the university of main affiliation of his Principal Investigator.

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<sup>1</sup> A student enrolled in a MSc or PhD program who, at the same time, pursues an internships as a resident, fellow or clinical monitor and who receives for this purpose a remuneration from the RAMQ and/or for his clinical activities, is considered to be a "Postdoctoral medical student".

## 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 1<sup>st</sup> of the current year, at the latest
- 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)
- 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
- Submit a valid proof of registration to the University program to the Academic Affairs Advisor of the summer, winter and autumn semesters. If the student does not submit a valid proof of registration, the grant will be suspended from the deadline for the cancellation of its university registration. That is July 15th for the summer term, November 15th for the autumn term, and March 15th for the winter term
- 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 mention the scholarship 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:

- \$ 17 000 at the MSc level
- \$ 20 000 at the PhD level
- \$ 37 500 at the postdoctorate level
- \$ 5 000 at the Postdoctoral medical level (MD/MSc or MD/PhD).

The scholarship is financed at 50 % by the Foundation and at 50 % by the student's supervisor research funds.

The students doing a direct transfer from MSc degree to PhD degree during the award period will continue to receive the amount awarded to them (MSc scholarship). The minimum share of the

student's 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	\$ 8 500	\$ 8 500
Doctorate	\$ 10 000	\$ 10 000
Postdoctorate	\$ 18 750	\$ 18 750
MD/MSc or MD/PhD	\$ 2 500	\$ 2 500

### EVALUATION CRITERIA

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, choice of laboratory for scientific training. Lastly, the sponsor recommendation will be taken into account within the evaluation. Please see the evaluation grids in annex for more detail.

### CUMULATION OF SCHOLARSHIPS

Master, PhD and postdoctoral students are not allowed to cumulate scholarships (not applicable for MD/MSc or MD/PhD students). 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 1<sup>st</sup> and September 1<sup>st</sup> 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 1<sup>st</sup> 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**

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.

## **PROGRAM MANAGER**

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