Email Communication to GPD's

October 2011

October 24: SSHRC (Social Sciences & Humanities Research Council) 2012/2013 Master's and Doctoral Application Process

Attachments: Departmental Appraisal Form - Master's (pdf); Departmental Appraisal Form – Doctoral (pdf); Master's Application Instructions (pdf); Doctoral Application Instructions (pdf)

(If you are not the person responsible for the SSHRC applications, please redirect this email to the proper person/s. Thank you.)

Good afternoon,

Students have been advised to submit their complete **Social Science & Humanities Research Council of Canada (SSHRC) application** to their program/department by Monday, October 24, 2011.

When reviewing the SSHRC Canada Graduate Scholarship (CGS) applications, please refer to the attached guidelines regarding the **Departmental Appraisal Forms and the form-fillable PDF**. There are two Departmental Appraisal forms, one for applicants applying for a CGS Master's award and one for applicants applying for a Doctoral award. The Departmental Appraisal forms are form-fillable PDFs and you may type into the form but you cannot save the form. You may want to copy the text of the form into a word document, for future reference.

If you have any questions or concerns regarding the eligibility of an applicant or the calculation of a student's average, please contact me. In order for an applicant to be eligible they must have achieved a first-class (80%) average, in each of the last two years of full-time study or equivalent.

All **Doctoral applications** both eligible and ineligible must be submitted to the **Faculty of Graduate Studies by Friday, November 18, 2011**.

All **Master's applications** both eligible and ineligible must be submitted to the **Faculty of Graduate Studies by Friday, November 25, 2011**.

A complete application package consists of:

- On-line Application form, completed, printed and signed
- Program of Study (max. 2 pages)
- Bibliography/citations (max. 5 pages)
- Research contributions page (if applicable, max. 1 page)
- Official letter to confirm part-time study and/or leave of absence (if applicable, max. 1 page)
- All undergraduate and graduate level transcripts
- Two (2) Letters of Appraisal

Note: If you are the Head of a program/department and are also completing a Letter of Appraisal on behalf of a candidate, please ensure that another faculty member completes the Departmental Appraisal

- Departmental Appraisal **(For the Master's applicants-The proposed supervisor must not complete this form)**
- Application Checklist

Your cooperation in ranking these applications is very much appreciated. If you have any questions, please contact me at ext. 5207.

Thank you,
Joanne

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