

To: All Graduate Coordinators and Graduate Assistants
c. various undergraduate faculty offices at Queen's
From: Monica Corbett
Date: September 14, 2023
RE: 2024-2025 Canada Graduate Scholarships –Master's (CGS M) competition

Students submit their application to the university at which they propose to hold their award via the Research Portal.

Qualifying Canadian universities receive a CGS M allocation indicating the number of students to whom they can award scholarships; these allocations are divided by broad fields of study:

Field of Research and Subject Matter Eligibility: CIHR, NSERC and SSHRC support and promote high-quality research in a wide variety of disciplines and areas which are divided into broad fields of research (health, natural sciences and engineering, and social sciences and humanities). This includes research that bridges two or more disciplines or that requires the skills of several disciplines.

Applicants are asked in the CGSM application to categorize their proposed "field of research" as belonging to one of health, natural sciences and engineering, or social sciences and humanities. However, the School of Graduate Studies and Postdoctoral Affairs of Queen's

http://www.nserc-crsng.gc.ca/ResearchPortal-PortailDeRecherche/Instructions-Instructions/CGS_M-BESC_M_eng.asp.

The must also

Applicants enrolled in any program at Queen's at the time of application to the CGS M competition must upload an official Queen's transcript including the Queen's transcript legend.

Referees can get more information about the Reference Assessment Form, from the [Canada Graduate Scholarships–Master's Program – Instructions for Completing the Reference Assessment Form](#).

Deadlines: There are three deadline dates associated with the CGS M Program:

a. Application deadline (date by which the complete application must be submitted by the applicant): December 1, 2023. Applications must be submitted using the Research Portal, before 8:00 p.m. (ET) on December 1, 2023. If the deadline falls on a weekend, applications must be submitted by the following business day before 8:00 p.m. (ET).

Note: As this deadline date approaches, processing delays may stem from a high volume of users on the Research Portal, which may prevent the timely submission of the application. Requests to submit late applications will not be accepted under any circumstances. No changes or updates can be made to an application once it has been submitted. Only personal contact information can be updated by the application through their Research Portal

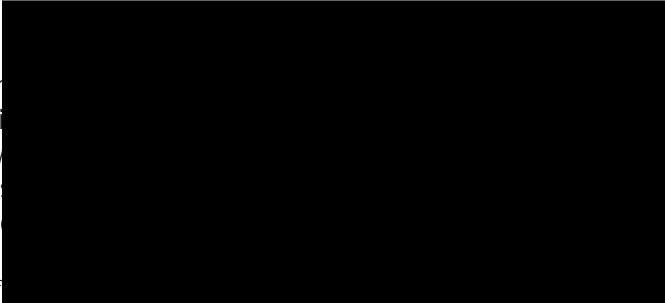
M competition if an application or applications are received from students who are or will be in the Master's program in those Faculties/Schools.

Reviewers from programs in the Life/Physical Sciences disciplines from the Faculty of Arts and Science Graduate Council will review and adjudicate the NSERC CGS M competition from applicants in life sciences, physical sciences and computing and math. If application numbers warrant and if relevant subcommittees have been established, the applications and adjudication will be split between a Life Sciences CGS M competition and a Physical Sciences CGS M applications.

Reviewers from the Applied Science and Engineering Graduate Council will review the NSERC CGS M competition from applicants in the engineering and applied sciences.

Successful applicants from the general area of health research will receive CIHR CGS M awards. Successful applicants from the general area of natural sciences and engineering research will receive NSERC CGS M awards. Successful applicants from the general area of social sciences and humanities research will receive SSHRC CGS M awards.

Selection Criteria: As required by the Tri-Agencies, members of the CGS M Subcommittees at Queen's will use the following criteria and weightings when choosing CGS M recipients:

Criteria	Description	Weight
Academic Excellence	As demonstrated by distinctions. Indicators of Academic Excellence: - Academic record (first class honours) - Scholarships and awards -Duration of previous studies -Type of program and institution -Course load -Relative standing (if applicable)	

Criteria	Description	Weight
Personal Characteristics and Interpersonal Skills	As demonstrated by the applicant's past professional and relevant extracurricular interactions and collaborations. Indicators of Personal Characteristics and Interpersonal Skills: -Work experience -Leadership experience -Project management including organizing conferences and meetings -The ability or potential to communicate theoretical, technical and/or scientific concepts clearly and logically in written and oral formats -Involvement in academic life -Volunteerism/community outreach	20%

Notification of Decision: The CGS M announcements of results will be made by all universities during the first week of April. The results and offers of awards will be made by the university, on behalf of each of the three agencies, via the Research Portal. Following the one week window that university administrators will have to post their offers, applicants will have three weeks to or the offers. Each university will may make subsequent offers when someone declines an offer, until the university has no scholarships remaining.

It is the responsibility of the applicant to check the Research Portal for results of the competition.

A student may only accept one CGS M offer. If they accept an offer, they will be deemed to have declined any other pending offers (if applicable), and they will not be eligible to receive further offers.

Applicants are not eligible to receive or accept a CGS M offer from a university where they are not enrolled in nor applied for admission to an eligible program of study.

Reversion lists: Reversion lists are generated from those eligible and ranked applicants remaining after our 2024-2025 allocations for each of CIHR, NSERC and SSHRC have been decided. Reversion lists will be used if someone offered a Queen's CGS M declines it or does not accept it by the deadline (see above). The reversion list ranking results from the work of the subcommittees, who will compile a ranked list of all the applications reviewed in the competition they adjudicate. The ranked position of someone on reversion will not be released to anyone. Applicants who receive an award as a result of reversion will be notified through the same processes explained in above.

Conditions of the Award: Awards must be held at the university where the offer of award originates. Awards are not intended to be portable between universities. Awards may be portable within the host university and within the same field (e.g. change of

department/program) as long as award eligibility requirements continue to be met, and at the discretion of the host university.

Applicants and award holders must comply with the policies and guidelines set out in the Tri-Agency Research Training Award Holder's Guide

http://www.nserc-crsng.gc.ca/Students-Etudiants/Guides-Guides/TriRTA-TriBFR_eng.asp and in any other documents related to scholarship applications and awards. In addition, the award is subject to final approval by the relevant agency before funds can be released.

The agencies reserve the right to interpret and enforce the policies and guidelines for their funding opportunities set out in their published materials.

Use and Disclosure of Information: All personal information collected as part of this program is used by the agencies and their research institutions, and by the relevant officials at Queen's University, to review applications, to administer awards and to monitor awards. It may also be used to determine the most appropriate funding jurisdiction, or to monitor overlap in federal support. Details on the use and disclosure of this information by the agencies can be found on the website of each agency. Each agency may publish the names and other limited award

The agencies aim to respond to inquiries within 48 hours. During peak periods (November to January), response time may be delayed.

Technical support: For technical issues related to the research portal, contact The Helpdesk