**SUPPLEMENTAL INFORMATION**

This information is IN ADDITION to the information and application instructions on the SGS website and the SSHRC website and the NSERC application “portal.” In other words, these are Q & As to help with the complexities of this application procedure.

**Q: Is the MA program in English at U of T eligible, since the one-year MA is “course-work based”?**

A: Yes. SSHRC has confirmed that both the “regular” MA and the MA in the Field of Creative Writing at U of T are SSHRC-eligible. The one-year MA in English has a significant “research” component in the form of a “Y” equivalent theory and methods course, and because students author original research papers of significant length in all their academic seminars. In the two-year MA CRW program, students author original research papers of significant length in all their academic seminars, complete an extensive creative writing project under the supervision of an external mentor, and defend that project in a final oral examination.

**Q: If I am in English, why am I applying for my award through the NSERC (Natural Sciences and Engineering Research Council) website?**

A: The three granting agencies (SSHRC, NSERC, and CIHR (Canadian Institutes of Health Research) are developing common systems. Rest assured, your application will be judged by humanities experts. However, do be aware that the Common CV you will complete is designed for people from science and social sciences backgrounds. Do not worry if some sections do not seem particularly relevant to your background.

**Q: The application is due December 1. What should I do right now?**

- **FIRST** you must obtain copies of OFFICIAL transcripts for all universities you have attended including the one in which you are currently enrolled (e.g., U of T) showing fall 2018 registration. You are responsible for attaching these (in PDF form) to your application. Order these immediately if you don’t have them already. (Note: you cannot makes scans from other copies because you MUST scan and upload both the front and back of the original transcripts.)
- **SECOND** you should speak to the two academic referees you are asking to write on your behalf. Give them copies of your plan of study. Remember that they will be contacted through the online application system, and will submit their letters through that system, so make sure you initiate your application early enough that they will have enough lead-time to file a letter for you.
- **THIRD** begin workshopping your “outline of proposed research,” (the SSHRC Program of Study) get feedback, and polish it.

**Q: Suppose I don’t know where I’m going to graduate school or want to make lots of applications?**

A: The system will allow you to specify five universities. However, IF YOU ARE APPLYING TO U OF T you MUST indicate U of T on the application. You cannot have a CGS MA award at U of T if you did not request it in your application, even if you are accepted into a program here.

**Q: Suppose my research involves “health and humanities” issues like dis/ability studies, representations of disease, the therapeutic use of books...?**

A: Be aware that your application may be ruled ineligible by SSHRC as it no longer funds health-related research. Contact the Graduate Program office immediately for guidance if you are in this situation.

**Q: What else should I know?**

A: Here are FOUR hints to make sure your application is filed on time and that communications get through:

- **FIRST** be aware that SSHRC deadlines are hard deadlines. If your application is late by even a minute, it will be rejected.
- **SECOND**, you should know that the SSHRC website sometimes crashes during peak periods. Give yourself lots of lead time and have everything filed several days before the deadline.
- **THIRD**, use a consistent email address in your application and in all communications with SSHRC. If you have a university email account (for U of T students, a UTOR account) this is what you should use.
- **FOURTH**, after you have set up your application and given the names of your potential referees, check after a few days to make sure your referees have received the request for a letter “prompt” from SSHRC, as these are sometimes going into professors’ spam boxes. This gives you a chance to politely remind your referee the deadline, too!

**Q: The SSHRC application gives several start dates for the award. Which should I choose?**

A: Because of the scheduling of our MA program, you must indicate September 1.

**Application deadline via Research Portal: Friday, December 1, 2018.*  

*NB: Your application must be submitted before 8:00 p.m. (ET) on the deadline date. If the deadline falls on a weekend or federal holiday, your application must be submitted by the following working day. As no one will be available to assist you on the weekend should you have a problem, and as the Tri-Agency does not grant extensions for CGS M, The DEPARTMENT OF ENGLISH STRONGLY RECOMMENDS STUDENTS PLAN TO SUBMIT NO LATER THAN FRIDAY, NOVEMBER 30, 2018.*

Additional important information on the SGS site: [http://www.sgs.utoronto.ca/currentstudents/Pages/CGS-M.aspx](http://www.sgs.utoronto.ca/currentstudents/Pages/CGS-M.aspx)