SOCIAL SCIENCES & HUMANITIES RESEARCH COUNCIL OF CANADA CGS MASTER'S SCHOLARSHIP 2024-2025

> **DEADLINE FOR SUBMISSION VIA RESEARCH PORTAL** https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSM-BESCM_eng.asp
> **No later than 8:00 pm EST on Friday, December 1, 2023* (NO EXTENSIONS)**

*see below for more information

This information is in addition to the application instructions on the SGS website, the SSHRC website, and the NSERC application "portal' to additional help you to successfully complete the CGS M application.

Q: Is the MA program in English at U of T eligible for a CGS M award, since the one-year MA is "course-work based"?

A. **Yes**. Both our MA and MA CRW programs are eligible. SSHRC has confirmed that both the "regular" MA in English and the MA in English 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], have developed common systems, and the application is "housed" on the NSERC website. However, your application will be judged by humanities experts. Note that the "Common CV" or CCV 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. For more information on the CCV, click here: https://ccv-cvc.ca/

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

- Begin workshopping your "outline of proposed research" (the SSHRC Program of Study) early, share it with your referees, get feedback from faculty, and work to polish it.
- You must include scans of **ALL pages of OFFICIAL TRANSCRIPTS (NOT ACORN or web transcripts)** from **EVERY university that you have attended or are attending, including the University of Toronto.** You must include transcripts that prove your fall 2023 registration, even if you have not yet received any grades for your fall courses. **All transcripts must be formatted to the exact dimensions as outlined in the CGS M instructions**. Not including all transcripts, failing to format the transcripts correctly, or uploading unofficial web service academic histories will make your application ineligible. (During the pandemic SSHRC was more lenient but last year they once again were very strict, and several applicants who did not follow the SSHRC instructions exactly found their applications were not acceptable by SSHRC. If in doubt, BEFORE you submit, contact Graduate Assistant at marguerite.perry@utoronto.ca.)
- Review the instructions on the website correctly; if you include web student-service transcripts (e.g. from ACORN), or if you do not include ALL pages from transcripts from ALL universities, your application will be ineligible. **You must scan and include both sides of all pages of all Official transcripts and the transcript legends.** (NOTE: NEVER USE A CELL PHONE to make images of transcripts, as if distorted or not clear or complete, this makes them ineligible.) If you have problems or are not sure, contact the Graduate Assistant at marguerite.perry@utoronto.ca.
- Contact your two academic referees **early** to ask them if they may be able to write your references, and as soon as they agree provide them with a draft of your "outline of proposed research" (the SSHRC Program of Study) along with with digital samples of the best work you wrote in their course(s). This helps them to write your letters. Remember that letters of appraisal are submitted digitally, initiated by you through the online application program, and must be completed by your referees and uploaded to your application **before you will be able to submit your application**. When you initiate the appraisal, immediately notify your referees that you have done so, and ask them to look in their JUNK email folders if the prompt is not in their INBOXES. (Often the SSHRC prompt gets filtered by institutional email programs and goes to SPAM.)

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 more than one university or more than one program. **However, if you are applying to U OF T English, you MUST indicate the University of Toronto and English on the application.** You cannot have a CGS M award at U of T if you did not specify it in your application, even if you are later 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. Certain health-related projects are no longer funded by SSHRC, so please check with the DGS if you think your project might need to be submitted for CIHR funding instead.

Q: What else should I know?

- SSHRC CGS M deadlines **are hard deadlines**. If your application is late by even a minute, it will not be accepted. To avoid disappointment, plan to submit early (we suggest by Wednesday, November 29, 2023).
- **If you have any problems, or are not sure about anything in your application, contact the Graduate Assistant, marguerite.perry@utoronto.ca early and before you submit your application.** After you submit your application online, it is too late, and no changes can be made.
- In past years, due to the volume of applications being submitted to Ottawa via the online application, the application website has experienced delays and even crashed for several days during peak periods. The busiest peak period is immediately prior to the deadline. Therefore, give yourself sufficient time so that you can submit your application at least several days before the deadline. **SSHRC does not give extensions and grants no exemptions**.
- 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, this is a UTORmail account), you should use that email.**
- After you have set up your application, entered the names of your potential referees, and initiated their email "invitations", follow up with them to make sure that they have received your CGS M email prompts in their INBOXES, as these automated messages often go directly into professors' JUNK or SPAM email folders. Often these automated prompts are redirected. If you have already initiated the prompt but they cannot see it on their end, ask them to please check their SPAM or JUNK email folders. Note that this also gives you a chance to politely remind your referee of the deadline for you to submit the completed application. **Remember, you cannot submit your application until every section of the application is complete, including the referees' letters.**

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, 2024 as the start date for your award**.

CGS M instructions and resources:

https://www.nserc-crsng.gc.ca/Students-Etudiants/CGSHarmonization-HarmonizationBESC_eng.asp

Additional instructions and important information is available on the School of Graduate Studies (SGS) website:

https://www.sgs.utoronto.ca/awards/canada-graduate-scholarships-cgs-m-program/

Application deadline via the RESEARCH PORTAL: 8:00 pm EST, Friday, December 1, 2023.*
https://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSM-BESCM_eng.asp

*CGS M Applications must be submitted by the deadline using the Research Portal. There are no extensions. The online deadline for SSHRC CGS M (Masters) is 8:00 pm (ET), DECEMBER 1, 2023.
As no one will be available to assist you on that evening should you have a problem, and as the Tri-Agency does not grant extensions for CGS M, and as the website has been known to crash under the heavy traffic on Dec. 1, THE DEPARTMENT OF ENGLISH STRONGLY RECOMMENDS STUDENTS PLAN TO SUBMIT BY WEDNESDAY, November 29, 2023.