**Required applicant resumÉ / CV format**

Applicant must upload a resumé / CV that includes the following sections and associated information, in the order provided. Applications that do not include this information and formatting will be disqualified.

Identification

Provide your name, student identification number, mailing address, phone number, email address.

Name:

Student ID:

Mailing Address:

Phone Number:

Email Address:

Details of Academic Background

Indicate all research training, university degrees obtained and those in progress (where applicable), starting with the most recent. If you hold a degree from more than one institution, enter each institution separately.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Degree Type | Degree Name and Specialty | Institution/Organization and Country | Supervisor Name | Start Date (MM/YYYY) | End Date (MM/YYYY) |

Work Experience

Starting with the most recent, indicate your current and other academic and non-academic work experience since the beginning of your university studies. Leave the end date blank for current positions.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Position | Institution/Organization and Country | Department/ Faculty/School | Start Date (MM/YYYY) | End Date (MM/YYYY) |

Distinctions/Awards/Credentials

Starting with the most recent, indicate any recognitions received, including awards, fellowships, scholarships, licenses, qualifications, professional designations or credentials. Do not include academic appointments here, as they are detailed under work experience.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name/Title and Type | Institution/Organization and Country | Start Date (MM/YYYY) | End Date (MM/YYYY) | Specialty | Total Amount ($) |

Recent Funding

List all sources of support applied for in the last 12 months (both funded and unfunded). Include the funding source, program name, total amount requested and received (in Canadian dollars), and the period of support.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Funding Source | Program Name | Start Date (MM/YYYY) | End Date (MM/YYYY) | Total Amount Requested ($) | Total Amount Received ($) |

Contributions

Provide details regarding your key contributions (publications, patents/intellectual property rights, other activities or administrative, professional and social contributions).

Provide this information under the three headings outlined below. If you have no pertinent information for a specific heading, indicate “N/A”.

*1. Publications*(*no page limit*)

Using discipline-appropriate formatting, list your principal publications and other research and creation contributions for the past 5 years, according to the categories below.

* Peer reviewed publications
* Books and Chapters
* Abstracts
* Research Reports
* Conferences
* Posters

*2. Activities and Contributions (maximum: one page)*

Include both academic and non-academic achievements relevant to the award application and their impacts. Examples of entries are outlined below. (This is not necessarily a complete list, and is intended to provide guidance only.)

* Career development (e.g., evidence of leadership)
* Committee membership
* Consulting/contract activities
* Research development
* Research or technical reports
* Technology transfers (specify the nature of the activity and the target audience)
* Involvement in public, private or non-profit sector activities
* Policy papers
* Presentations as guest speaker (public or invited lectures)
* Editorships (specify if editor-in-chief or member of the editorial team)
* Evaluation of articles for scientific, literary or artistic journals (specify title of journal and number of articles evaluated)
* Knowledge translation/dissemination activities
* Development of graduate seminar program, journal club or similar activity
* Creation / delivery of webinars, podcasts, or other online educational content
* Volunteer position(s)

Interruptions and Delays (maximum: ½ page) (Optional)

Outline any factors that have resulted in a delay or interruption in your academic studies or training, career, research activities, dissemination of results etc. Common examples of an interruption/delay are a bereavement period following the death of a loved one, maternity/parental leave, a change in field of study or relocation of your research environment. Your description might include the start and end dates, the impact areas, and a brief explanation of the reasons for and nature of the absence.