DEADLINE FOR SUBMISSION VIA RESEARCH PORTAL (OPENS EARLY SEPTEMBER)
No later than 8:00 pm EST on Monday, December 2, 2024 (NO EXTENSIONS) **

** A note about the deadline: Applications must be submitted by the deadline. If the deadline falls on a weekend, applications must be submitted by the following business day before 8:00 pm (ET). Due to the volume of traffic, the CGS M website has crashed in the past on the days prior to the deadline. **THE DEPARTMENT OF ENGLISH THEREFORE STRONGLY RECOMMENDS STUDENTS PLAN TO SUBMIT A DAY OR TWO EARLIER THAN THE DEADLINE.**

This FAQ supplements the information on the NSERC site – see especially the Instructions for completing an application – and the School of Graduate Studies site as well as within the Research Portal.

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.

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 Canadian 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.

Q: The application is due December 2. What should I do right now?

- **Begin workshopping your "outline of proposed research"** early, share it with your referees, get feedback from faculty, and work to polish it. Book a Research Proposal Clinic.
- **Order transcripts**. You must include scans of **ALL pages of OFFICIAL TRANSCRIPTS from ALL universities that you have attended.** You must include transcripts that prove your fall 2024 registration, even if you have not yet received any grades for your fall courses. These must be *COMPLETELY scanned -- front, back, and legend/guide -- and formatted to the exact dimensions as outlined in the CGS M instructions.* Not including all pages of all transcripts, failing to format the transcripts correctly, or uploading unofficial web service academic histories will make your application ineligible. NOTE: NEVER USE A CELL PHONE to make images of transcripts. (If you have any questions about transcripts, **BEFORE you submit** please contact Graduate Assistant at marguerite.perry@utoronto.ca.)
- **Contact your two academic referees early** to ask them if they would be able to write a reference assessment for you, and as soon as they agree *provide them with a draft of your "outline of proposed research" along with digital samples of the best work you wrote in their course(s)*. These materials will help them write a strong and detailed letter. Remember that reference assessments 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 references, immediately notify your referees to look in their JUNK email folders if they do not find the prompt in their inbox.*

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 keep in mind?

- 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 submitting before November 29, 2024).
- 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.
- 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.
- Remember, you **cannot submit your application until every section of the application is complete**, including the reference assessments. As the deadline approaches, keep in touch with your referees as necessary.

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, 2025** as the start date for your award.

> **Application deadline via the RESEARCH PORTAL: 8:00 pm EST, Monday, December 2, 2024**
> **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 the deadline date,**
> **THE DEPARTMENT OF ENGLISH STRONGLY RECOMMENDS STUDENTS PLAN TO SUBMIT BY**
> **FRIDAY, NOVEMBER 29, 2024.**