



## Guidelines for the University Scholarships Selection Committee(s)

Consult the [PGS D Program Guide](#) for further information on the Postgraduate Scholarships-Doctoral (PGS D) program

### Background:

Each university is given a quota of applications that it may submit to NSERC for the PGS D competition. The University Scholarship Liaison Officer (SLO) will advise you of your university's quota. The university is free to determine how it will divide the quota between disciplines.

### When evaluating the Applicants:

- Evaluate together all currently registered students (full and part-time) and all non-registered applicants who will have completed their degree requirements in 2016.

### Which Applicants to Recommend:

- Recommend the best applicants, regardless of their current status or proposed location of tenure.
- Recommend only applicants who have obtained an overall **first-class average** in each of the last two completed years of study (full-time equivalent).

### First Class Average:

First class average is defined as a minimum grade of A- in each of the last two completed years of study (full-time equivalent; two years of part-time study equals one year of full-time study). The last two years of completed study should be the 24 months prior to the last day that the student was registered in his/her program (or September 1<sup>st</sup> of the year of application for students still registered). The average should be calculated for each of these years separately as students are required to have a first class average in each of the two years; however, if there is only one mark during the full two years, then that is the mark used to determine eligibility.

### Exceptions:

If applicable, prepare a statement (one for each applicant) that will be sent to NSERC along with the *2017 Recommended PGS D Applicants* form. This statement should be used to:

- specify the reasons that could offset a marginal academic record;
- describe international degrees or diplomas used as a basis for the applicant's admission to the current program; and/or
- address any unusual situation that you wish to communicate to NSERC.
- *Note: Do not use this statement to indicate that the student is a self-identified Aboriginal student.*

### For reference purposes, please consult:

- **Appendix A:** describes the selection criteria, their relative weightings, and their indicators in the application. It is used by the NSERC Scholarships and Fellowships Selection Committees.