

Major Student Research Award & EL Drewry Memorial Award - Application Instructions

By applying to any Major Student Research Award, the candidate will be automatically applying to the EL Drewry Memorial Award.

All application should be submitted through the [Award Application Submission Form](#).

Important Note 1: only submit applications for open competitions (i.e. after you receive a call for application email and within the deadline presented in the email). Submissions outside those dates will not be accepted.

Important Note 2: read the Terms of Reference (TORs) and Instructions and verify eligibility before submitting the application package.

To apply for any or all Major Student Research awards, candidates will be required to ensure the submission of the following:

APPLICATION PACKAGE: An application package, in a single PDF file with file name “*department - applicant surname*” (for example, Immunology – Smith). Applications must include the following (in order):

1. [application form](#)¹;
2. a cover letter from the applicant summarizing their research accomplishments (maximum of 750 words);
3. *curriculum vitae*;
4. an abstract of the thesis (if available);
5. research publications;
 - a. full text of up to three papers (published, submitted or *in press*);
 1. include acknowledgement of submission/acceptance for submitted or *in press* manuscripts;
 2. applicants must state their contribution to each publication;
 - b. the first page (with author listing) of any additional papers;
6. if a previous recipient, outline of achievements since the last award (maximum one page).

and attached to the email as a separate file -

7. digital photo of the candidate suitable for use in the presentation of award, should the candidate be selected as recipient of the award (landscape format; high resolution [0.5 – 1 MB] preferred);

REFERENCE LETTERS:

8. two letters of support from the student’s advisor and one other individual knowledgeable of the student’s research;
 - i. Letters shall clearly outline the merits of the applicant’s research and briefly describe other merits of the student;
 - ii. Applicants should submit a maximum of two (2) reference letters;
 - iii. Reference letters should be submitted through the [Reference Letter Submission Form](#). Only submit reference letters for open competitions (i.e. after you receive

a call for application email and within the deadline presented in the email).
Submissions outside those dates will not be accepted.

- iv. Referees would preferably submit their letters as a PDF file with file name
"applicant surname – referee surname.pdf".

Please, feel free to contact our office at rfhsgraduateawards@umanitoba.ca should you have any questions.

¹The application form needs to be printed as PDF (e.g., Microsoft Print to PDF) to preserve the signatures. After printing as PDF, you can combine all the files together.