



Application Form and Required Documents

Applicants are to confirm their eligibility and read all information and application requirements on [GPS' website](#) prior to preparing an application. Applicants wishing to apply for this competition must complete the Izaak Walton Killam Memorial Scholarship Application Form and required document attachments as one package and submit to their department by their own internal deadline. GPS will not accept packages submitted directly by applicants. Applicants are to contact their department regarding their internal deadlines, and application and nomination status.

- Applicants are responsible for arranging transcripts early, and for providing the [Letters of Reference to Support Application for Graduate Awards Form](#) to their references. This form is mandatory and must be submitted by the referees directly to the student's department. Refer to [GPS' website](#) for complete details on transcript and reference letter requirements.
- To complete this form, you will need Acrobat Reader. If you do not have this software, it is available FREE from [Adobe](#).
- Ensure to **download the application first and save it in your desktop before filling it out**. Please note that this form is secured and text format is fixed based on the presentation standards below.

Presentations Standards

Section/Part 2-6 of this application must adhere to the following presentation standards:

- Times New Roman 12 point font, single-spaced (regular, minimum 12-pt.)
- Condensed type is not acceptable.
- Applications that do not meet presentation standards may be at a disadvantage. Please remember that adjudicators are reviewing many applications, thus, consideration to font size, font type, etc. is very important.
- Only use space provided and do not exceed the maximum number of pages permitted in each section, as indicated below
- **Pages in excess of the number permitted will not be assessed by the Graduate Scholarship Committee and will be redacted.**

Part 2: Outline of Research/Bibliography/citations

A. Outline of Research Proposal (maximum of one page)

- Research proposals should demonstrate evidence of solid and wide knowledge of the discipline and **must be written by the student, not the supervisor**.
- The most effective proposals are coherent, concise, and demonstrate a clear, focused approach. Write in plain language.
- When describing your methodology, avoid jargon and overly technical language. Having someone from outside your field proofread your application is a good way to identify this issue. Proposals should be clear not only to people within the field, but also to a very general audience.
- Your statement should describe your general area of research or study and explain how it fits within a broader context.
- Clearly indicate what you hope to accomplish during the period of the award and also how you plan to accomplish it.
- Be sure to explain how your graduate research will advance theory or make an original contribution to knowledge in your field.

B. Bibliography/citations (maximum of one page)

- This page is strictly for the bibliography/citations; no other information will be considered

Part 3: Refereed Contributions, Commissioned, Juried and/or Invited Exhibitions (maximum of two pages)

- Number each item that you list.
- Do not submit your publications
- List books, book chapters, and articles appearing in refereed publications or conference proceedings first, beginning with the most recent.
- List publications of which you are the author or co-author and which are published, in press, and/or accepted for publication in refereed journals.
- Begin each entry on a new line and provide complete bibliographic notices (including co-authors, title, publisher, journal, volume, date of publication, number of pages, etc.) as they appear in the original publication. Specify your role in co-authored publications. Forthcoming publications should be listed only if they have been formally accepted for publication (indicate date of acceptance by the editor).
- Group your entries together; i.e. publications, then conference presentations, then invited talks, etc.
- Asterisk (*) each entry that has been generated while registered in your doctoral program at the University of Alberta.
- If this section (Part 3) is not applicable to you, i.e. you have no refereed publications or commissioned/juried/invited exhibitions, **please be sure to indicate N/A or Not Applicable on the page provided.**

Part 4: Non-refereed Contributions (maximum of two pages)

- Number each item that you list.
- Do not submit your publications.
- List papers in non-refereed journals, book reviews, reports, abstracts, policy papers, public lectures, and creative works.
- Begin each entry on a new line and provide complete bibliographic notices (including co-authors, title, publisher, journal, volume, date of publication, number of pages, etc.) as they appear in the original publication. Specify your role in co-authored publications. Forthcoming contributions should be listed only if they have been formally accepted for publication.
- Group your entries together; i.e. publications, then conference presentations, then reports, etc.
- Asterisk (*) each entry that has been generated while registered in your doctoral program at the University of Alberta.
- If this section (Part 4) is not applicable, i.e. you have no non-refereed contributions, **please be sure to indicate N/A or Not Applicable on the page provided.**

Part 5: Other Evidence of Scholarly and Creative Achievement and Research/Work Experience (maximum of two pages)

- List activities—such as volunteering, mentoring, community involvement, public speaking, etc—which show your scholarly and creative achievement.
- Describe your work in sufficient detail so that adjudicators will know its stature in your discipline.
- List positions you are holding or have held, including research and teaching assistantships, relevant academic and non-academic work experience, and relevant administrative appointments.
- If this section (Part 5) is not applicable, i.e. you have no further evidence of scholarly and creative achievement or work experience, **please be sure to indicate N/A or Not Applicable on the page provided.**

Part 6: Allowable Inclusions (maximum of one page) - (only if applicable)

GPS asks its adjudication committees to take into consideration special circumstances that may have affected applicants' research, professional career, record of academic or research achievement, or completion of degrees. Relevant circumstances might include administrative responsibilities, maternity/parental leave, child-rearing, illness, disability, cultural or community responsibilities, socio-economic context, or health-related family responsibilities. Please specify the dates for any delays or interruptions. If this section (Part 6) is not applicable, **please be sure to indicate N/A or Not Applicable on the page provided.**



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Student ID	Student Last Name, First Name	
Department		
Title of Research		
Name of Current Supervisor(s)		
Current Degree Program	Program Start Date (e.g. Fall 2021)	Number of months of doctoral studies completed as of December 31, 2024 (includes master's fast-track to doctoral) <i>- you must have completed no more than 48 months in your doctoral program as of December 31, 2024</i>
Proposed Killam Scholarship Start Date (2 year award)	Expected Date of Doctoral Program Completion <i>- you should expect to have at least 18 months left in your program</i>	
Lay Title		
Lay Abstract - describe your research project in LAY TERMS within 100 words or less		

Part 1: Academic Record

Indicate all postsecondary institutions in which you have completed a degree and where you are currently attending, starting with the most recent.

Name of Institution	Location	Start date (e.g. Sept 2020)	End date (e.g. April 2022)	Degree Program	Degree conferred (yes/no)

Indicate up to 15 scholarships and awards won, or any government or outside funding, starting with the most recent.

Name of Award	Start Date (e.g. Sept 2023)	End Date (e.g. May 2025)	Value	Source of Funds (i.e Institutional, Provincial, Federal, etc.)

Part 2 A: Outline of Research (maximum one page only) *(Please read instructions before completing this section)*

Part 2 B: Bibliography/citations (maximum one page only) *(Please read instructions before completing this section)*

Part 3: Refereed Contributions, Commissioned, Juried and/or Invited Exhibitions (maximum two pages only) *(Please read instructions before completing this section)*

Continuation of Part 3, if applicable

Part 4: Non-refereed Contributions (maximum two pages only) *(Please read instructions before completing this section)*

Continuation of Part 4, if applicable

Part 5: Other Evidence of Scholarly and Creative Achievement and Research/Work Experience
(maximum two pages only) *(Please read instructions before completing this section)*

Continuation of Part 5, if applicable

Part 6: Allowable Inclusions *(Please read instructions before completing this section)*

DECLARATION: I declare that to the best of my knowledge, the information provided in this application and attachments is true and that no material has been withheld.

Student's Signature (electronic image or hand-written)

Date

Personal information on this form is collected under the authority of Section 33(c) of Alberta's **Freedom of Information and Protection of Privacy Act** for authorized purposes including admission and registration; administration of records, scholarships and awards, student services; and university planning and research. Students' personal information may be disclosed to academic and administrative units according to university policy, federal and provincial reporting requirements, data sharing agreements with student governance associations, and to contracted or public health care providers as required. For details on the use and disclosure of this information call the Faculty of Graduate and Postdoctoral Studies at 780-492-3499 or see <http://www.ipo.ualberta.ca/>.