

**Toronto School of Theology**  
**SSHRC AND OGS 2016 APPLICATION GUIDE FOR 2017-2018 AWARDS**

*Please note that the following information is subject to change. Students will be informed of any changes via the TST Graduate (AD) Listserv.*

**Social Science and Humanities Research Council Awards (SSHRC)**

(Canadian Citizens and Permanent Residents only)

**Deadlines:**

Doctoral Fellowships:                   **October 14, 2016, 4:30 pm** (EDT) (Submitted to the GCTS)  
Master's Awards (CGS-M):           **December 1, 2016, 8:00 pm** (EST) (Submitted online)

**Eligibility and Application Information:**

Doctoral Fellowships (conjoint PhD [and non-conjoint PhD registered at St. Michael's] and ThD)

<http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/fellowships/doctoral-doctorat-eng.aspx>

Master's Awards (MA students registered at St. Michael's and ThM)

[http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSM-BESCM\\_eng.asp](http://www.nserc-crsng.gc.ca/Students-Etudiants/PG-CS/CGSM-BESCM_eng.asp)

**Important Notes for SSHRC Doctoral Fellowship Applicants:**

- Carefully review the **full application instructions** (accessible from the application website on the top bar).
- You must submit to the GCTS in **hard copy** the completed web-based application form along with all inclusions. Remember to include the Consent to Disclosure form!
- Anywhere that it asks your Organization or University, enter "University of Toronto"; where it asks Department, enter "Toronto School of Theology" [Exception: St. Michael's students enter "University of St. Michael's College" and "Theology"]
- In the "Academic Background" section, **don't forget your current degree**, which is normally your "highest degree" – thus listed first.
- Ensure that you have "verified" your final copy of your web-based application form – "Please Verify" cannot appear on the submitted copy.
- Official transcripts may be sent directly to the GCTS from the issuing institutions or you may submit them in original sealed envelopes with your application. In either case, transcripts must be received by the deadline above. **You must submit your current TST transcript from your college of registration and it must show your Fall 2016 registration.** Transcripts for previous studies must be dated or issued after the last term completed.
- Letters of Appraisals must be received by the GCTS in sealed envelopes, as per the SSHRC instructions. Only ink-signed originals are acceptable. **Scanned forms cannot be accepted.**

## **Ontario Graduate Scholarships (OGS)**

(Domestic and International Students; Conjoint Programs Only)

### **Deadlines:**

Domestic Applications: **March 1, 2017, 11:59 pm (EST)** (Submitted online)

International Applications: **March 1, 2017, 11:59 pm (EST)** (Submitted online)

### **Eligibility Information and Application Link:**

<http://www.sgs.utoronto.ca/currentstudents/Pages/Ontario-Graduate-Scholarship.aspx>

### **Important Notes for OGS Applicants:**

- Only ThM, ThD, conjoint MA or conjoint PhD programs are eligible.
- Your application is made completely online.
- When it requests your “Research Discipline”, you will not find Theology or Religion in the drop-down menu. Simply choose whatever is closest (e.g. philosophy, history, classical and medieval studies)
- Letters of appraisal are submitted by your referees online, and unofficial, scanned copies of your transcripts **are** acceptable. Check in with your referees to ensure that references have been sent.
- Be extremely careful to ensure that you have included all required items (including ALL transcripts), that all of your PDF scans are legible and complete, and that you have fully submitted your application.
- Choose the following when initiating the application:
  - Faculty – Theology, Toronto School of
  - Department – Theology, Toronto School of
  - Program – Theology, conjoint program in
- Your institution is the “University of Toronto”; if asked for a department, this is “Toronto School of Theology”

### **General Tips and Notes**

- You are responsible for determining your own eligibility. The GCTS cannot determine your eligibility for you.
- Be sure that you request your reference letters well in advance. Consider two weeks in advance an absolute minimum. Original transcripts (for SSHRC) should be ordered at least three weeks in advance.
- You must strictly adhere to page maximums and formatting regulations.
- When writing your plan of study/program of work, remember that the applications are reviewed and adjudicated by multidisciplinary committees. You must convey your message to a general scholarly audience, not just specialists in your field. Test it out on friends, family, and fellow students (especially those in different fields than your own!)
- Pay attention to your spelling, grammar, and style. Be clear and concise. Proofread.
- Your references are very important. Spend time with your referees and show them your plan of study or program of work. Ask for feedback. Provide them with the proper forms and the guidelines on what is required. Be clear about deadlines and follow-up!
- Your application cannot be considered if it is incomplete.