



## 10 pointers for improving the quality of your application

1. Read all the documentation regarding the selected program (Web file, form, documents of the toolbox, etc.) before starting the application process.
2. Start putting your application package together as soon as the e-forms are available (July-August).
3. Make sure that your supervisor will work with you throughout the application process including the submission of his (or her) updated CV and according the FRQS rules (e.g. underlining of the students names in the publications).
4. Use space wisely so that the application is readable and easy to understand.
5. Clearly report any award, grant or distinction obtained at a university level (e.g. date, amount, level of prestige).
6. Report all information concerning publications and their status (use the PubMed format) and about lectures or posters (complete list of authors, title, event, place, date).
7. Provide a clear and concise description of your participation in research projects and research training internships, including impacts and benefits.
8. The proposed research project must be original and presented clearly and concisely. The various sections (research problem and hypotheses, objectives, relevant methods and analysis, contribution to the advancement of knowledge) must be balanced. Define acronyms and avoid overuse.
9. If degrees or diplomas were obtained outside of Canada, the grading system must be clearly explained in detail (mandatory).
10. Clearly and fully report any information pertaining to your eligibility and to evaluation of the application (illness, parental leave, work-study combination, etc.).