

# Nature et technologies Sector - Master’s Research Scholarship Program Rules

Regular component (B1X) and Re-Entering Research component (A2X1)

<b>Competition year:</b> 2025-2026	<b>Amount:</b> \$20,000 per year	<b>Deadline (application):</b> Wednesday October 2, 2024, 16:00
<b>Announcement of result:</b> April 2025	<b>Duration:</b> Up to 6 semesters	



**In the event of a discrepancy between the English and French versions of this program, the French version prevails.**

It is the applicant’s responsibility to read the rules of this program and the [Common General Rules \(CGR\) of the Fonds de recherche du Québec \(FRQ\)](#). The program rules provide additional details and information that supplement the CGR. In the event of any discrepancy with the CGR, the program rules shall prevail.

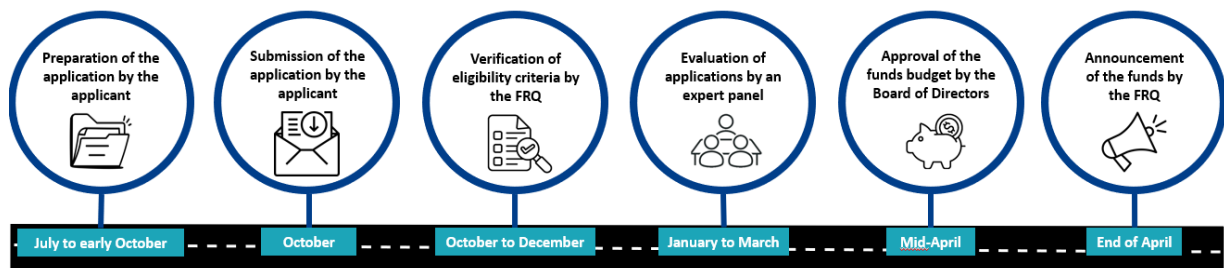
The rules for this program are available in full and in PDF format here. A compilation of all documentation relevant to the scholarship application can be found in the Toolbox, for information purposes.

Master’s scholarship applications must be submitted via the [FRQnet electronic Portfolio \(ePortfolio\)](#), the transactional interface used by the FRQ for the submission of funding applications and the management of awards. To submit an application, the applicant must first create an FRQnet account. **At the competition deadline, i.e., Wednesday October, 2 2024 at 16:00, the status of the application in the ePortfolio must be “Transmitted to the Fonds”. An application with any other status will be inadmissible.** It is impossible to submit an application, or add a document to the application, after the competition deadline.

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## Overview of the application evaluation process



## 1. Objectives

The objective of the training awards offered by the Fonds de recherche du Québec is to help support new generations of students in all sectors of research: natural sciences, mathematics and engineering (FRQNT), human health (FRQS), humanities, social sciences, art and letters (FRQSC).

More specifically, the Master's Research Scholarship aims to:

- Spark the interest of new generations of students in research;
- Support research excellence by providing financial assistance to the best students as they undertake or pursue a master's research program.

## 2. Features

### 2.1 Value and duration of the scholarship

The annual value of the Master's Research Scholarship is **\$20,000**.

The maximum amount that can be awarded is \$40,000, corresponding to 6 semesters of funding (6 payments).

### 2.2 Supplement for studies outside Québec

The supplement for students who pursue their studies outside Québec is intended to help applicants undertake or pursue a graduate program outside the province.

The supplement is **only** available to applicants who indicate a study location outside Québec in their application. Each Fonds may attribute the supplement to the ten applications that ranked first among all the applications evaluated by the review committees. Applicants must be Canadian citizens or permanent residents and have a valid RAMQ card (see Section 3.6). All applications that indicate a study location outside Québec will be automatically considered. Co-supervised programs are not eligible.

The maximum value of the supplement is **\$1,500/year**, i.e. **\$500/semester**.

## 3. Eligibility requirements

Applicants must comply with the following eligibility requirements. If the scholarship is awarded, awardees must meet the conditions described in Sections 3.1 and 3.6 throughout the duration of the scholarship.

### 3.1 Basic requirements

In accordance with Section 2.1 of the CGR, to be eligible to apply for a master's scholarship, an applicant must:

- be a Canadian citizen or Canadian permanent resident

AND

- have a Régie de l'assurance maladie du Québec (RAMQ) card that is valid at the competition deadline, or proof of application for a RAMQ card and that the card will be valid at the competition deadline.

Applicants who do not meet one or both of the above conditions are still eligible to apply, provided they submit proof of admission to a program of study at a Québec university, or the electronic Supervisor Acceptance Form (see Section 4.1.1). In addition, they must carry out their studies in Québec (see Section 3.6).

### 3.2 Target group

#### Master's Research Scholarship – Regular component

The Regular component is open to applicants who have or plan to obtain an undergraduate degree, and who want to undertake or pursue a master's research program in one of the areas covered by the Fonds.

To be considered a "research" program, the awardee must be required to write a research thesis (essays, research reports, dissertations and articles not eligible). Professional master's programs are not eligible.

#### Master's Research Scholarship – Re-Entering Research component

The Re-Entering Research component is open to applicants who want to re-enter the research community by pursuing their studies or the equivalent in one of the areas covered by the Fonds.

#### **IMPORTANT NOTE – SANTÉ**

Health professionals who hold a valid license to practice in Québec are encouraged to apply for one of these award programs:

1. Master's training scholarship for applicants with a professional degree
2. Professional postgraduate training in research (fellowship)

### 3.3 Minimum overall average

Master's scholarship applicants must have:

- an overall average (not rounded up) in their undergraduate university program equal to or greater than: **3.55**

**OR**

- the equivalent for their undergraduate studies

Applications with a lower cumulative average are not eligible. For more information on equivalencies, see the Table of equivalences for the minimum cumulative average required.

In the case of a career change, grades obtained in the context of irrelevant diplomas are not considered. However, all diplomas used as a basis for admission are considered relevant in the calculation of the average.

## 3.4 Eligibility period

### 3.4.1 Master's Research Scholarship – Regular component

Applicants **must have been enrolled in a master's program for no more than (3) full-time semesters (1 year) before May 1, 2025.**

Applicants applying to the FRQNT are eligible for a Master's Research Scholarship **for their first six (6) semesters at the master's level (or equivalent).** In addition, they **must have been enrolled in a master's program for no more than 3 full-time semesters (1 year) before May 1, 2025.** Any semesters already completed in a master's program (or equivalent) at the time the scholarship comes into effect will be subtracted from the eligibility period.

In calculating the eligibility period, the following are considered:

- Unregistered semesters and those completed on a part-time basis. Applicants can verify their eligibility by consulting the Equivalency table for unregistered or part-time terms.
- The number of semesters during which applicants received financial support from a recognized Canadian or Québec government funding agency (e.g., NSERC, CIHR, SSHRC, Fonds de recherche du Québec, CAC, CALQ, CORPAQ), in order to ensure that the total funding received does not exceed six (6) semesters or the total value of the Fonds scholarship.

The following are not considered:

- Semesters completed in a professional master's degree program
- Semesters completed in a master's research program in another discipline.

Applicants who obtained a first research master's degree and who wish to undertake a second one in another discipline may apply to the Fonds if their initial master's degree was not funded by one of the Fonds de recherche du Québec through their training award competitions.

The applicant must demonstrate that the master's project presented in the application is in a different discipline, i.e., that it will be evaluated by a different review committee than the one that evaluated the previous project. This demonstration must be attached in the "Other documents" section of the form. The list of review committees is available in the Toolbox. Should this demonstration not be provided, the Fonds reserves the right to refuse the application if it deems there are too many similarities between the two master's projects.

Applicants who are not enrolled in a master's program but plan to undertake graduate studies are eligible for the program on the condition they start their program between May 1, 2025, and January 15, 2026.

To be eligible for a training award, students admitted to a doctoral program directly from a bachelor's program and students who are fast-tracked to a doctoral program without submitting a dissertation must first apply to the master's training scholarship competition, if eligible.

### 3.4.2 Master's Research Scholarship – Re-Entering Research component

To apply to the Re-Entering Research component, applicants must have held an undergraduate degree for at least five (5) years at the competition deadline.

Applicants must not:

- have been registered in a graduate program for at least five years (however, applicants may be registered for their first semester at the competition deadline)
- have earned university credits for at least five (5) years at the competition deadline.

### 3.4.3 Exceptions

- *Extension.* Applicants who have interrupted or delayed their studies for parental leave, major family obligations or health reasons may be granted an eligibility period extension. The Fonds will determine the duration of the extension based on the supporting documents provided with the application.
- *Exemption.* Applicants who have interrupted or delayed their studies because of a handicap as defined in the *Act to secure handicapped persons in the exercise of their rights with a view to achieving social, school and workplace integration* ([CQLR, c. E-20.1](#)) may be granted an eligibility period exemption. The maximum duration of funding remains six (6) semesters at the master's level.

The exception request and supporting documents must be submitted with the application form (see Section 4.1.6). Applicants wishing to request such an exception are advised to verify the admissibility of the exception with the program manager before submitting their application. The Fonds reserves the right to refuse any exception request that is not adequately justified.

### 3.5 Restrictions

Students enrolled in certain psychology programs are not eligible (refer to the page [Eligibility of psychology programs](#) to verify eligibility).

Only one scholarship application (master's, doctoral, postdoctoral or re-entering research) may be submitted per Fonds in any given year. In accordance with Section 3.1 of the CGR, an awardee may hold a training award from only one Fonds.

Applicants who have received or are currently receiving a research award from a Québec or Canadian granting agency (e.g., FRQNT, FRQS, FRQSC, CIHR, NSERC, SSHRC, CORPAQ, CAC, CALQ) for the program for which they are applying for funding, the total value of which is equal to or greater than the total value of the Fonds scholarship, are not eligible for this competition.

Applicants who apply for a scholarship for their preparatory studies are not eligible.

### 3.6 Conditions for using the scholarship outside Québec

In accordance with Section 2.1 of the CGR, to use a training award outside Québec, the applicant must:

- be a Canadian citizen or Canadian permanent resident

AND

- have a Régie de l'assurance maladie du Québec (RAMQ) card that is valid at the competition deadline, or proof of application for a RAMQ card and that the card will be valid at the competition deadline.

**Applicants who do not meet one or both of the above conditions are required to pursue their studies in Québec.** In this case, their continuous physical presence in Québec is required throughout the duration of funding, excluding break periods listed in the university calendar. However, travel outside Québec deemed necessary for the proper implementation of activities related to the program of study may be allowed if it is approved by the affiliated institution and does not exceed 180 days per year.

Periods of study outside Québec as part of a co-supervised program are permitted only for applicants who are eligible to pursue their studies outside Québec.

**Applicants who are not eligible to use their scholarship outside Québec at the time of application will remain ineligible throughout the funding period, even if their citizenship status changes.**

## 4. Application

The electronic Master's Research Scholarship application form is available in the [FRQnet ePortfolio](#) no later than one month before the competition deadline. A PDF version for information purposes is provided in the Toolbox. Applicants can also consult the [FRQnet ePortfolio technical users' guide](#).

It is the applicant's sole responsibility to select the right funding program and application form for the appropriate Fonds, by referring to the list of research areas for each Fonds ([FRQNT](#), [FRQS](#), [FRQSC](#)). In the event of an error, the Fonds will not transfer the application from one program to another, and the application will be ineligible.

Applicants must prepare their application sufficiently in advance to ensure that they are able to obtain all the required documents and submit the form within the required deadline. Applicants must also anticipate and consider the high volume of funding applications received by the Fonds near the competition deadline.

In accordance with Section 3.6 of the CGR, the application form must be completed in French.

Documents in PDF format are to be attached to the scholarship application form. These documents may be written in French or English and must respect the [presentation standards for PDF attachments](#).

Official documents submitted in a language other than French or English must include a certified professional translation. Any other documents submitted in a language other than French or English must include a basic translation.

**The absence of any of the required documents will render the application ineligible.** In addition, no documents received after the competition deadline will be considered. No document that was not requested will be sent to the review committee.

The submission of a funding application implies a commitment to read and abide by the standards of ethics and integrity, the [Open Access Dissemination Policy](#) and the [Policy for the Responsible Conduct of Research](#).



A checklist of documents to be attached with the application can be found in the Toolbox.

### 4.1 Documents required from the applicant

#### 4.1.1 RAMQ card, proof of admission or supervisor form

Applicants who are Canadian citizens or permanent residents of Canada must provide:

- a Régie de l'assurance maladie du Québec (RAMQ) card that is valid at the competition deadline

OR

- proof of application for a RAMQ card and that the card will be valid at the competition deadline.

In accordance with Section 3.6 of these rules, applicants who are not Canadian citizens or permanent residents, or do not have either of the two documents listed above, are still eligible for this competition, but must carry out their studies at a Québec university. They must provide one of the following two documents:

- proof of admission to a program of study at a Québec university

OR

- an electronic acceptance form from their research supervisor at a Québec university (“Supervisor Acceptance Form”) as described in Section 4.2.

#### **4.1.2 Transcripts**

**Transcripts that are missing, incomplete, unofficial, uncertified or not up to date shall render the application ineligible.**

Copies of all transcripts are required for all the applicant’s academic studies, whether completed or not, including transcripts from exchange programs and courses (equivalencies), if applicable.

The transcript for an applicant’s current program of study must:

- be up to date, i.e. it must have been issued no earlier than July 15 of the year in which the competition opens

AND

- include the last semester completed prior to the competition deadline, including the summer semester, if applicable.

The elements that make a transcript official may differ from one academic institution to the other. Nevertheless, in order to be considered official by the Fonds, each transcript must:

- be issued by the relevant academic institution

AND

- include elements that prove it is an official transcript from the academic institution, including the university seal and/or signature of the registrar and/or wording such as “official transcript”, etc.

A WATERMARK does not render a transcript unofficial as long as the requirements specified above are met.

If there is any doubt as to the authenticity of a transcript, the Fonds reserves the right to confirm the information with the applicant and with the academic institution.

A transcript received in a sealed envelope from a registrar’s office may be opened and scanned.

Other documents to be attached with the transcripts, where applicable:

- For transcripts obtained outside North America, a document explaining the current grading system. The attachment must clearly explain the grading system so that the transcripts may be easily understood.
- When no transcript is issued, an explanatory letter from the institution (registrar’s office or equivalent administrative body) detailing the reason(s) for the missing transcripts. The Fonds reserves the right to verify the admissibility of the reasons given.
- When no transcript is issued and the applicant is unable to obtain a letter from the university, an explanatory letter from the applicant, signed by the department head of the host institution, justifying the absence of transcripts.

#### **4.1.3 Acknowledgement of receipt from publishers**

Acknowledgements for all papers submitted to publishers and publisher notifications for papers accepted for publication (acknowledgements for previously published papers are not required).

#### 4.1.4 List of part-time semesters

Applicants who have completed one or more part-time semesters since the date at which they first registered for a graduate program and applicants whose transcripts do not include all registered semesters must provide:

- An official notice from the registrar's office indicating all semesters.

#### 4.1.5 Other documents to attach to the form

Applicants must also attach the following documents in the appropriate sections of the application form:

- **Program of study** (maximum 1 page): description of the master's program of study, including objectives, duration, number of course credits, number of research credits, and whether the program requires the writing of a thesis, essay or other.
- **Honours** (maximum 1 page): list of any scholarships, prizes and distinctions received, and how they were awarded.
- **Integrated background presentation** (maximum 1 page): description of the links between the applicant's experiences and interests on the one hand, and education, training and career choices on the other. While there are no evaluation criteria for this, the integrated background presentation can help the review committee to better understand, contextualize and assess the applicant's academic record, background and contributions. Applicants are not expected to disclose any personal, sensitive or confidential information.
- **Relevant experience and achievements** (maximum 2 pages): presentation and description of the experiences and achievements that have contributed to the development of the applicant's research skills.
- **Proposed research** (maximum 1 page): a clear and coherent description of the proposed research, elements of methodology, and an outline of the conceptual framework, demonstrating their appropriateness.
- **Bibliography** (maximum 1 page): list of up to 10 references used in the description of the proposed research. In accordance with Section 3.2 of the CGR, links to web pages may be included as bibliographic references where relevant.

#### 4.1.6 Documents for eligibility period exception

Applicants seeking an **eligibility period exception** (see Section 3.4) must provide:

- **Justification of request for an eligibility period extension or exemption** (1 page maximum): the applicant must justify the exception request and provide, in the case of a request for extension, the dates and duration of the interruptions. This document must be attached in the "Other documents" section of the form and **will not be sent to the review committee.**
- **Supporting documents:** documents supporting the exception request (e.g., medical certificate, disability certificate, child's birth certificate, caregiver tax credit application, official document or letter from employer, etc.) allowing the Fonds to determine the duration of the extension to be granted. These must be attached in the "Other documents" section of the form and **will not be sent to the review committee.**

#### 4.1.7 Document for a master's in a different discipline

Applicants who obtained a first research master's degree in another discipline must demonstrate that the project presented in the application will be evaluated by a different review committee than the one that evaluated the previous project, in accordance with Section 3.4.1.



## 4.2 Documents required from the research supervisor

### IMPORTANT NOTE

This section is intended for applicants who are required to pursue their studies in Québec and are unable to provide proof of admission to a program of study at a Québec university. For all other applicants, this document is not required.

The applicant must identify the research supervisor in the “Program / Host environment” section of the form. **The supervisor must first create an FRQnet account.** An email will then be sent to the supervisor and an electronic Supervisor Acceptance Form will automatically be added to **the supervisor’s** FRQnet ePortfolio. A PDF version of the form is available in the Toolbox.

The research supervisor must complete the **electronic Supervisor Acceptance Form** and **submit it before the applicant submits the scholarship application form.** If this is not done, the applicant will not be able to submit the form and the application will be inadmissible. It is the applicant’s responsibility to provide the research supervisor with the necessary instructions for creating an FRQnet account, and to ensure that the form is submitted within the prescribed deadline.

Once the acceptance form has been submitted by the research supervisor, no further changes can be made.

## 4.3 Selection of the review committee

Applicants select the review committee that will evaluate their application according to research topic. To do so, applicants must consult the list of review committees for the appropriate Fonds ([FRQNT](#), [FRQS](#), [FRQSC](#)).

## 4.4 Eligibility notice

All applications received by the Fonds are assessed for eligibility. Applicants will receive an email notification no later than December following the competition deadline, informing them of the result of the eligibility assessment of their application and, where applicable, its transmission to the review committee. Applications sent to the review committee may nevertheless be declared ineligible at any time.

# 5. Evaluation

For more information on the rules regarding the evaluation process, refer to Section 4 of the CGR.

Applications are evaluated according to the following evaluation criteria and weighting:

### Academic record and background (50 points)

- Transcripts
- Honours (awards, distinctions, scholarships)
- Achievements (scientific, professional, social, etc.) and relevant experience (related to the project or background)

### Research interest and potential (45 points)

- Proposed research (originality, clarity, coherence, etc.)
- Appropriateness of the methodological elements and the overview of the conceptual framework;

Overall presentation (5 points)

TOTAL (100 points)

### 6. Partnership scholarships

The scholarship may be offered in partnership. For this, applicants must select, in the Partnerships section of the application form, one or more partners whose research areas are in line with their research theme. If the scholarship is awarded, the Fonds sends the selected partners the information needed to assess the relevance of the partnership to their strategic and research priorities (project title, abstract, areas of research). If the applicant’s research project is deemed relevant by one or more partners, the scholarship will be offered in partnership.

<p><b>Patient-oriented research</b></p>	<p><b>SSA Québec Support Unit</b>  <b>SPOR National Training Entity</b></p> <p>Research with and for patients in a learning health system approach</p> <p>The SSA Québec Support Unit is a provincial unit of the national SPOR network of the Canadian Institutes of Health Research (CIHR). The Unit’s vision is to continuously improve the Québec health system and make it a learning system. It mobilizes and empowers the network to do things differently and achieve the quintuple aim by making partnership a driving force, integrating science and innovation, and facilitating change. The unit’s teams work across Quebec and deploy their expertise by offering training, consultation services, tools, facilitation and networking opportunities:</p> <ul style="list-style-type: none"> <li>• It builds scientific and experiential knowledge</li> <li>• It offers support to project leaders in the network</li> <li>• It oversees the continuous improvement of quality</li> </ul> <p>The SPOR National Training Entity (NTE), an integral part of the CIHR SPOR network, is a pan-Canadian organization that aims to increase, support and maintain the capacity of a collaborative, interdisciplinary research community focused on partnerships with and for patients. The NTE provides answers to changing healthcare questions, helping to improve the patient experience.</p> <p>The scholarships offered by the FRQ in partnership with the Unit and the SPOR National Training Entity allow scholarship holders to hone their skills and gain experience in research with and for patients, to network, and to work across disciplines with different healthcare professionals and organizations in a learning health system approach.</p>
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### 7. Announcement of results

The competition results are announced at the end of April. In accordance with Section 5.2 of the CGR, applicants who are offered funding are required to indicate their acceptance or refusal within 30 days after the notice is posted to their FRQnet ePortfolio. Once a funding offer has been refused by the applicant it cannot be reactivated.

### 8. Rules for using the scholarship

The rules presented in Section 8 apply to all scholarships awarded under this program. However, applicants are encouraged to read them when applying, and to keep them for future reference if they are awarded a scholarship. **Technical details are provided in the scholarship user guide**, which is common to the three Fonds.

To retain the scholarship, awardees must meet all eligibility requirements in effect at the time of application. In addition, the following conditions must be met throughout the funding period:

- Be enrolled in the program of study for which the scholarship is granted on a full-time basis, subject to the exceptions described in Section 8.2
- Comply with the rules pertaining to concurrent funding described in Section 8.3

Awardees must notify the Fonds as soon as one of these conditions is no longer met and of any change in their situation that could affect compliance with the conditions of the scholarship. Failure to meet these conditions (or failure to inform the Fonds of such a change) may result in the cancellation of the scholarship and the obligation to reimburse the sums received.

### 8.1 Scholarship start date

The scholarship must begin **between May 1 of the year of the offer and March 1 of the following year** (see Section 8.4 for further information).

### 8.2 Part-time enrolment

Part-time studies are permitted only in the cases listed below, on the condition that the research supervisor authorizes it and on presentation of supporting documents:

**Family obligations or medical condition:** family obligations (e.g., family caregiver, primary caregiver for a young child) or a medical condition that prevents the awardee from studying on a full-time basis. While enrolled part time, awardees may receive 50% of the value of the scholarship payments.

**Disability:** handicap as defined in the *Act to secure handicapped persons in the exercise of their rights with a view to achieving social, school and workplace integration* ([CQLR, c. E-20.1](#)) that prevents the awardee from studying on a full-time basis. The awardee may receive full scholarship payments.

In both cases, the total value of the scholarship is not affected.

### 8.3 Rules for concurrent funding (scholarships, employment and internships)

#### 8.3.1 Concurrent scholarships

The following table details the rules for concurrent scholarships.

Type of scholarship / Scholarship program	Rule
Training scholarships (master’s, doctoral and postdoctoral) from federal granting agencies: Natural Sciences and Engineering Research Council of Canada (NSERC), Social Sciences and Humanities Research Council of Canada (SSHRC) and Canadian Institutes of Health Research (CIHR)	Partial concurrent funding* allowed**

Training scholarships (master's, doctoral, postdoctoral, partnership) from Québec granting agencies such as the Fonds Nature et technologies (FRQNT), the Fonds de recherche du Québec – Santé (FRQS), the Fonds de recherche du Québec – Société et culture (FRQSC), the Conseil de recherches en pêche et agroalimentaire du Québec (CORPAQ)	Concurrent funding prohibited
Scholarships from Canadian and Québec government departments and agencies other than those mentioned above	Concurrent funding allowed
Co-supervised international mobility scholarships and scholarships for internships in or outside Québec	Concurrent funding allowed
Scholarships from the Canada Council for the Arts (CCA) or Conseil des arts et des lettres du Québec (CALQ)	No concurrent funding if the scholarships are for the same project
Scholarships from the private sector, internal scholarships from universities and affiliated centres and supplementary scholarships from the research supervisor	Concurrent funding allowed

**\*Partial concurrent funding with a scholarship from a federal granting agency**

Partial concurrent funding with a scholarship from a federal granting agency is possible when the Fonds scholarship is of a **higher annual value** or **longer duration** than the scholarship from the federal agency. In such cases, the awardee **must accept** the federal scholarship. However, the awardee may also accept the Fonds scholarship to take advantage of additional benefits that are not covered by the federal scholarship, as applicable:

- When the **annual value** of the Fonds scholarship is higher than that of the other scholarship, the amount will be adjusted to make up for the shortfall.
- When the **duration** of the Fonds scholarship is longer than that of the other scholarship, the Fonds will extend the term of the scholarship to make up for the shortfall when the other scholarship ends, unless the total value of the other scholarship is equal to or higher than the total value of the Fonds scholarship.
- All the financial benefits associated with the Fonds scholarship will also be available to the awardee.

It is not possible to defer a payment or the start of a scholarship in order to receive another scholarship with which concurrent funding is prohibited.

Awardees who receive payments in a situation in which concurrent funding is prohibited will be required to reimburse the sums paid.

## **\*\* Concurrent funding for studies outside Québec**

An awardee may hold concurrent scholarships from federal and provincial granting agencies if, at the start date of the Fonds scholarship, the awardee is attending an academic institution outside Québec and the annual tuition fees are equal to or higher than the annual value of the Fonds scholarship. The annual value of the tuition fees does not include registration fees, student association fees, etc. Tuition fees must not be reimbursed by another organization.

### **8.3.2 Paid employment and internships**

Paid employment or internships undertaken alongside the program of study and **that do not interfere with research activities** are permitted, without time restrictions, provided they are approved by the research supervisor or co-supervisor.

In addition, awardees may be paid a salary by their research supervisor or co-supervisor to work on the research project funded by the Fonds while holding the scholarship. Excellence awards paid by the Fonds do not constitute a salary.

## **8.4 Payments and management**

### **8.4.1 Payment schedule**

The annual scholarship amount is paid to the awardee in three instalments. Each instalment covers a four-month period.

The first payment must be claimed **between May 1 of the year of the offer and March 1 of the following year**, failing which the scholarship will be immediately cancelled (see Section 8.4.3).

**For awardees whose program of study has not started when the award letter is issued, the first payment may be made as of:**

- May 30 after the scholarship is awarded (summer semester)
- September 30 after the scholarship is awarded (fall semester)
- January 30 after the scholarship is awarded (winter semester)

**For awardees whose program of study is already underway when the award letter is issued, the first payment will be made as of:**

- May 30 after the scholarship is awarded (summer semester)

A detailed schedule of payments, including the periods for claiming them, can be found in the scholarship user guide. Once the scholarship has been awarded, awardees will be able to consult the payment schedule in their FRQnet ePortfolio.

### **8.4.2 Payment conditions**

Awardees must comply with all the conditions associated with their payments. In particular, they must be enrolled full-time. All payment conditions can be found in the scholarship user guide and in the FRQnet ePortfolio.

### **8.4.3 Cancellation of a payment or scholarship**

The first scholarship payment must be claimed no later than March 1 following the year in which it is awarded, failing which the scholarship will be immediately cancelled. Starting with the second payment, a payment will be cancelled, after prior notice, if it is not claimed or deferred or if required documents are not received within two months of the scheduled date of the payment concerned.

The Fonds will cancel a scholarship, after prior notice, if the awardee has not taken any action in the FRQnet ePortfolio for two consecutive payment periods.

The Fonds will cancel a scholarship, after prior notice, if two consecutive payments must be cancelled due to non-compliance with the eligibility requirements or failure to submit required documents in the two months following the start of the periods concerned.

In addition, the Fonds reserves the right to cancel any payment or scholarship in accordance with the [Policy for the responsible conduct of research](#).

## **8.5 Deferral of payments**

### **8.5.1 Gaining relevant experience**

The Fonds may authorize the suspension of studies for the acquisition of relevant experience (experience within a research team, teaching experience related to the field of study, language stay, etc.), for a period of four months **for each full year of funding granted**. The scholarship payment for this period is then deferred until the end of the funding period. The Fonds reserves the right to deny any request that is insufficiently justified or inappropriate.

The deferral periods authorized for the entire duration of the scholarship may be taken consecutively if this is approved by the research supervisor.

Awardees cannot use this provision for their first payment, to accept another scholarship with which concurrent funding is prohibited, or to accept paid employment.

### **8.5.2 Sick leave or family obligations**

In accordance with Section 6.14 of the CGR, awardees may obtain a deferment of payment if their studies are suspended due to illness or family obligations, for as long as the university permits.

### **8.5.3 Parental leave**

In accordance with Section 6.13 of the CGR, awardees may obtain a deferment of payment for the birth or adoption of a child for a **maximum period of 12 months**.

## **8.6 Scholarship supplement for parental leave**

In accordance with Section 6.13 of the CGR, during the authorized suspension of studies for parental leave (see Section 8.5.3), awardees may apply for a **scholarship supplement for a continuous period of eight months** (i.e., for a maximum of two payments).

To be eligible for this supplement, awardees must have already received their first scholarship payment and must not be enrolled in the program of study. In addition, they must not hold paid employment for the duration of the leave.

In the case of partial concurrent funding with an award received from a federal agency, the awardee must take the parental leave allowance offered by the federal program.

## **8.7 Changes during the funding period**

### **8.7.1 Request for changes**

Any change in the awardee's situation must be communicated to the Fonds. In accordance with Section 6.5 of the CGR, the Fonds will ensure the requested change does not impact the outcome of the application's initial evaluation and remains in compliance with the eligibility requirements and program rules. The Fonds will assess the requested change and may decide to continue, reduce, suspend or terminate the payments. The Fonds may also require that the awardee reimburse the sums paid.

The decision to accept or refuse the requested changes is sent by email.

### **8.7.2 Change in scholarship start date**

The duration of funding is determined based on the date of full-time registration in the program of study. Two part-time semesters are equivalent to one full-time semester.

This type of change must be made before the first payment is made. It is strongly recommended that the change be requested at the time of accepting the scholarship. Increases in the duration of funding are not permitted.

### **8.7.3 Change in level of study**

A Master's Research Scholarship holder who plans to pursue a doctoral degree may use the remaining payments of the master's scholarship to begin a doctoral program, on the condition that the program begins in the next semester. The payments must occur during the term of the initial scholarship. In addition, the awardee must have received at least one payment of the master's scholarship for at least one full-time semester in the program for which the scholarship was granted, except in the case of direct or fast-tracked transfer to a doctoral program.

### **8.7.4 Change in program of study**

Any change of program during the term of the scholarship must be in line with the research areas of the Fonds that granted the scholarship and the choice of review committee in the initial application. However, if an awardee intends to change programs for administrative reasons and remains in the same field of study and research, the Fonds will assess the situation and the scholarship may be maintained.

### **8.7.5 Change in study location and institution**

A change of study and research location is permitted on the condition that the change is consistent with Section 2.1 ("Citizenship and Domicile") of the CGR.

### **8.7.6 Change in research supervisor**

An awardee who continues to study in the same training program and whose research project remains the same may change research supervisor. The request is automatically approved.

### **8.7.7 Change in research project**

To change research project, the awardee must:

- demonstrate that the new project is in the same field of research, i.e., that it would be evaluated by the same review committee as the one that evaluated the initial project
- demonstrate that the new project is of the same scientific quality as the initial project.

It must also be indicated whether the awardee intends to stay with the same research supervisor, at the same university and in the same department.

In addition, the research supervisor must agree to of and justify the proposed change.

The Fonds will take into account the evaluation criteria used to evaluate the initial project when analysing the request.

### **8.7.8 Withdrawal or part-time studies**

An awardee who withdraws during the semester or who decides to study on a part-time basis, with the exception of the cases described in Section 8.2, is no longer eligible for the scholarship and must notify the Fonds to terminate it. The awardee may be required to reimburse the last payment received.

### **8.7.9 Completion of studies and graduation**

Awardees are eligible to receive payments until the final submission of their thesis. Enrolment is not required after the initial thesis submission.

### **8.8 Final report**

In accordance with Section 7.2 of the CGR, a final report is required three months after the last payment. The final report allows the Fonds to document the impact of the scholarship. Future funding under a different program is contingent upon receipt of this final report.

## **9. Open access policy**

Peer-reviewed publications and the master's thesis stemming from the research funded by the scholarship must be released as immediate open access (without embargo) under an open license in accordance with the FRQ's [Open access policy for the dissemination of research](#).

## **10. Effective date**

These rules apply to the 2025-2026 fiscal year.