



CSA Group Graduate Research Scholarship

Application Instructions



Table of Contents

About CSA Group	3
About CSA Group Standards Research	3
Overview	4
Deadline	4
Value and Duration	4
Eligibility	4
How to Apply	4
Selection Criteria	4
Terms of Award	5
Application Instructions – Application Form	5
A – Personal Information	5
B – Immigration Status	5
C – Education Profile	5
D – Awards and Recognitions	5
E – Employment Information	5
F – Research Contributions	5
G – Standards-Related Experience	5
H – Affiliations, Memberships and Other Activities	5
I – Summary of Proposal	6
J – Statement of Research	6
K – Referee Information	6
L – Attachments Checklist	6
M – Signature and Declaration	6
Application Instructions – Additional Documents	7
Proof of Canadian Citizenship, Permanent Resident, Protected Person, Student Visa or Study Permit	7
Transcripts	7
Supervisor Letter of Support	7
Referee Forms	7



About CSA Group

The mission of CSA Group's Standard Development organization is to enhance the lives of Canadians through the advancement of standards in the public and private sectors.

Not-for-Profit Standards Development

The mission of CSA Group's Standard Development organization is to enhance the lives of Canadians through the advancement of standards in the public and private sectors. We are a leader in standards research, development, education, and advocacy. The technical and management standards developed with our 10,000 members improve safety, health, the environment, and economic efficiency in Canada and beyond.

Global Testing, Inspection and Certification

CSA Group's global commercial subsidiaries generate funding for continued standards research and development in support of our mission. Our commercial subsidiaries provide expert testing, inspection, and certification services that enable manufacturers to demonstrate that their products are in compliance with applicable safety, environmental, and operating performance standards for markets around the world. We offer deep expertise and industry-leading service delivery across a wide range of current and emerging technologies.

About CSA Group Standards Research

Our research helps us better understand our changing world so we can continue to adapt and thrive. We support and conduct research in new and emerging areas that have the potential to impact the world around us. Findings and recommendations from this research inform the development of future standards solutions, provide interim guidance to industries on the development and adoption of new technologies, and help to demonstrate our on-going commitment to building a better, safer, more sustainable world.

Overview

The purpose of the CSA Group Graduate Research Scholarship is to support graduate students in the pursuit of research related to standards. Graduate students studying at the Masters level in a publicly-funded, accredited Canadian university are eligible to hold the award. The research can be conducted in any field (e.g. engineering, social sciences, health sciences) and must include standards as component of the research. The topic does not need to be related to an area where CSA Group already has standards. The research may investigate aspects of an existing standard or may explore an area for future standards development.

Deadline

Applications are due March 31.

Value and Duration

- Awards are \$10,000 per year;
- Award duration is a maximum of two years.

Eligibility

- Students must be accepted to a graduate program for full time studies at the Masters level, or must be currently be enrolled in a Masters program at a publicly-funded, accredited Canadian university;
- Students must be accepted to or enrolled in a Masters program to hold the award;
- Eligibility is limited to enrollment at publicly-funded, accredited Canadian universities.

How to Apply

Students must submit the following to scholarship@csagroup.org by the deadline:

- Application Form
- Letter of support from supervisor
- Transcripts
- Referee Forms from two referees, sent directly by the referees to scholarship@csagroup.org by the required deadline.

Selection Criteria

Applications will be reviewed by a panel of five to six CSA Group staff members. Applications will be evaluated based on three selection criteria:

Academic Excellence (40%)

- Indicators of academic excellence are based on the applicant's current level of study and include:
 - Academic record
 - Scholarships and awards
 - Publication record
 - Past research experience
 - Duration of past studies
 - Type of program and courses pursued
 - Consideration of breaks in study (e.g. maternity leave, illness, etc.)

Quality of the Research Proposal (50%)

- Determined based on the clarity, potential impact and scientific relevance of the proposed research question and methodology. Indicators of quality include:
 - Significance and feasibility of proposed research
 - Potential impact of research on standards
 - Quality of the written proposal

Applicant Characteristics and Related Experience (10%)

- Determined based on the level and quality of involvement in work, academic and extracurricular activities.
 - Involvement in activities that demonstrate leadership and contributing to one's community
 - Demonstration of volunteerism/community outreach, involvement in academic life
 - Demonstration of project management and organizational skills

Terms of Award

Award holders must communicate the status of their research in the following ways:

- Student must submit brief semi-annual progress reports to scholarship@csagroup.org;
- Students must submit a final report on the research to scholarship@csagroup.org;
- CSA Group funding must be acknowledged in any published works;
- A CSA Group Research representative is appointed, if possible, as an informal member of the thesis supervisory committee to provide support for standards-related questions and direction;
- CSA Group will provide access to standards, as needed, for the project.

Application Instructions – Application Form

A – Personal Information

Enter legal first and last name and current address, phone number and email.

B – Immigration Status

Identify your immigration status and country of citizenship. Note that successful applicants will need to provide evidence of their Canadian Citizenship, permanent resident status, student visa or study permit, as applicable.

C – Education Profile

Enter your current and past education information starting with the graduate program you are applying to (if applicable), followed by your most recent studies. Transcripts for degrees completed and in progress are required as part of your application.

D – Awards and Recognitions

Enter all awards, prizes, scholarships, etc. received including the year awarded, name of the award, the funder and the amount, if applicable.

E – Employment Information

Enter current and past employment information starting with the most recent position.

F – Research Contributions

List all academic and other publications starting with the most recent. Categorize publications by 1) peer-reviewed publications; 2) non-peer-reviewed publications; 3) contributions relating to industrially-relevant R&D activities, patents and copyrights; 4) creative outputs; 5) other relevant activities.

G – Standards-Related Experience

This scholarship requires that the applicant's research include a component that involves standards or standardization. Indicate whether you or your supervisor have previously engaged with a Standards Development Organization (e.g. CSA Group, ANSI, IEEE, ASTM, ISO) or if you have any other standards-related experience. Outline your involvement and how it has shaped your/your supervisor's understanding of standards. Note that past standards-related experience is NOT a requirement for this scholarship.

H – Affiliations, Memberships and Other Activities

List relevant activities, affiliations, memberships, etc. that you think will be relevant for your application. The items listed here should demonstrate leadership, involvement or initiative either inside or outside of work.

I - Summary of Proposal

Provide a brief summary of your proposed research in plain language. The summary must be no longer than 300 words and should be written for a lay audience. Should your application be successful, this summary may be posted on our website and in other materials.

J – Statement of Research

The Statement of Research should provide enough detail to assess the quality of the proposed work to be completed. It is understood that some aspects of the proposal may change over time. Should the application be successful, it is expected that CSA Group will be updated on any changes. All standards-related research modifications will require approval from CSA Group to maintain eligibility for the scholarship.

The Statement of Research can be no longer than 2 pages, excluding references. Any additional content will be removed and may jeopardize the success of the applicant. The Statement of Research should address the following components:

- Introduction of issue to be explored with justification of the proposed research question;
- Statement of the purpose/objectives of the research;
- Overview of the proposed methodology and hypothesis(es);
- A detailed explanation of the standards-related component of the research.
- For examples of standards-related research topics at CSA Group, applicants are encouraged to explore the [CSA Group Standards Research](#) webpage.
- The proposed research does not need to be related to a CSA Group Standard, however, the research must include a component that develops new knowledge related to standards. The question can focus on new/emerging areas or it may focus on an area where standards already exist.

Any thoughts or ideas from external sources should be cited appropriately using a reference format common for your field of study (e.g. APA, IEEE).

K – Referee Information

Enter the name and contact information for each of the two Referees selected in the cells provided.

L - Attachments Checklist

Check each component and email all documents to scholarship@csagroup.org, with the exception of the Referee Forms. Referee Forms should be emailed to scholarship@csagroup.org directly from the individual Referees.

M – Signature and Declaration

Read the declaration statement carefully. Ensure the Scholarship Application Form is completed in its entirety and that the declaration is signed. Electronic signatures are acceptable. Applications without a signature will not be considered. This information is subject to verification. If at any time the information provided is found to be inaccurate, the applicant will be deemed ineligible.

Application Instructions – Additional Documents

Proof of Canadian Citizenship, Permanent Resident, Protected Person, Student Visa or Study Permit

You must provide proof of eligibility to pursue the proposed studies at the institution identified including proof of Canadian Citizenship, permanent residency, protected person, student visa or study permit.

Transcripts

Copies of transcripts for all undergraduate and graduate studies (completed and in progress) must be submitted with the application. Transcripts must include a complete record of the most recent term (i.e. fall term before the application deadline) for in-progress studies.

Supervisor Letter of Support

This scholarship requires that a component of the student's research include a standards-related focus. As such, it is imperative that the proposed Supervisor be supportive of this research and set expectations of rigor and quality commensurate with the field and level of study.

The Supervisor Letter of Support must be one page in length on University Letterhead and must include the name, title, department, faculty, phone number and email address of the Supervisor. Co-Supervisors can submit one common letter of support. The Supervisor must sign and date the letter.

The Letter of Support must include a statement regarding the supervisor's agreement with the Student's application and with the proposed research, including the standards-related component of the research. The Supervisor must agree, should the student be successful, to involve a CSA Group representative in regular meetings and updates (e.g., in-person, teleconference, email) regarding the scope and direction of the standards-related component of the research. The involvement of a CSA Group representative is to provide standards-related advice, input and materials and is not intended to shape the direction of the overall research.

Referee Forms

Two referees must be chosen to provide information regarding the academic qualifications and character of the applicant. Each Referee must complete the Referee Form and submit it directly to scholarship@csagroup.org.

A - Personal Information

Enter Referee information including first and last name, title, occupation, organization, phone number and email address.

B - Relationship to the Applicant

Answer questions relating to how you know the applicant and for how long. Referees should be individuals who can appropriately assess the applicant's qualifications according to the selection criteria.

C - Applicant Qualifications

Within the space provided, rate the applicant on each of the three criteria listed (Academic Excellence; Research Potential; Personal Characteristics and Related Experience) and provide evidence to justify these ratings. Ratings should be made in comparison to peers at the same level of study. Provide comments to justify your ratings.

Disclaimer

CSA Group reserves the right to determine which applicants will receive the scholarship award(s) based on the selection criteria, the number of scholarship awards that may be given, and the right to not award any scholarships.