



CURRICULUM VITAE

Identification

Surname or
family name:

Given name
and initials:

University and
country:

Title or Position:

Department:

Area(s) of expertise

Use a maximum of ten (10) keywords to describe your current area(s) of expertise, including expertise with particular instr

Specify up to two discipline code(s) for your research.

Primary code

Discipline name:

Secondary code

Discipline name:

Academic background

List your academic and professional experience beginning with the most recent.

Degree	Year	Discipline/Field	Institution and Country

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Name:

Experience (academic, research, professional and industrial)

List, beginning with the current or most recent position

Position Held Institution/Organization	Department/Faculty Country	Period (year)	
		From	to

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CURRICULUM VITAE

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Research support

List grants and contracts from all sources, including industry and academic research institutions (maximum : 27 projects). Indicate as held ("W") or currently applied for ("R"), either as an applicant or co-applicant.

New Tier 1 and Tier 2 nominees: List all sources of support over the last five (5) years.

Tier 1 renewal nominees: List all sources of support over the last seven (7) years.

Tier 2 renewal nominees: List all sources of support over the last five (5) years

Numbers should not include spaces or commas.

Career Interruptions: Tier 1 and Tier 2 new and renewal nominees who have taken formal leaves, or whose nomination is tied to a Tier 2 justification, may extend the "Research Support" and "Research Contributions" sections of their CV, provided they meet the criteria outlined in the "CV Length Extension Provision" section on page 7.

- Title of project - Family name and initial(s) of principal applicant	- Funding Source - Program	Amount per year	Status	Years of tenure	
				From	to

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Attachments

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Presentation Instructions

Nominating institutions and nominees are expected to follow all presentation instructions provided throughout this document to allow reviewers to provide a fair and balanced assessment of the nomination. Any pages or information submitted beyond the limits stated in these instructions will be removed prior to peer review.

- Review the [instructions to reviewers](#) prior to drafting the nomination, to better understand the evaluation criteria and how the nomination will be assessed.
- Submit the CV nomination package as **one attachment**.
- Indicate the nominee's name and page number at the top of each page. All pages in the CV package must be numbered consecutively.
- Use 8 1/2" x 11" (22x 28 cm) paper with margins of at least 3/4" (2 cm) all around.
- Use 12-point font or larger.
- Text must be single-spaced with a maximum of six lines per inch.
- Subdivide the document according to the numbered sections below (i.e., 1) Significant Contributions, 2) Publication Conventions in the Discipline, 3) Research Contributions, etc.)
- All sections outlined below are mandatory.

1) SIGNIFICANT CONTRIBUTIONS

List the five most significant research contributions that the nominee has made during his/her career. Explain their significance.

2) PUBLICATION CONVENTIONS IN THE DISCIPLINE (One page maximum)

Forms of research publications/contributions can vary greatly among disciplines. Given that the nomination may be peer reviewed by an interdisciplinary adjudication committee that includes researchers who may not have direct expertise in the nominee's field, clearly explain the publication conventions in the nominee's discipline so as to allow informed assessment of the nominee's research contributions by a variety of experienced researchers.

Describe:

- A. the publication conventions in the nominee's discipline(s);
- B. the choice of venues for the dissemination of the nominee's research results;
- C. the citation conventions for the discipline(s) (e.g., senior author first in multi-authored publications);
- D. the publication conventions in the discipline(s) as it relates to students and trainees; and
- E. the particularities and/or challenges involved in the publication of interdisciplinary or multidisciplinary research results (if applicable).

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3) RESEARCH CONTRIBUTIONS (over the last five or seven years, as outlined below)

Contributions may include: books, chapters of books, articles, monographs, memoirs, special papers, review articles, conference/symposia proceedings and abstracts, patents, copyrights, products, services, technology transfer, creative or artistic works (including individual or collective literary or artistic works such as novels, short stories, poetry, films, videos, visual art, booklets, records, sound creation, collections, exhibition catalogues, etc.), government publications, book reviews by the nominee or published reviews of his/her work, research reports, papers presented at scholarly meetings or conferences, and other forms of written scholarly expression or participation in public discourse and debate that constitute a contribution to research.

- For published contributions, provide complete bibliographic notices (including co-authors, title, publisher, name of publication, volume, date of publication, number of pages, etc.) as they appear in the original publication.
- For multi-authored publications, identify any students and trainees that the nominee supervised by underlining their names.
- Specify the nominee's role in co-authored publications and indicate the percentage of the nominee's contribution to the team effort.
- For written works accepted for publication or in press, indicate the name of publication, date of acceptance and number of pages, and append the letter of acceptance to the nomination in annexe.
- For publications submitted or revised and submitted, indicate the name of publication to which they were submitted, date of submission, number of pages and, if available, the manuscript numbers.
- For publications in languages other than French or English, provide a translation of the title and the name of the publication.
- For new Tier 2s list your theses.

Note: Do **not** include published contributions that are in preparation.

CV length based on nomination type

Depending on the type of nomination (as outlined below), the timeframe allowed for the list of research contributions is either five or seven years prior to the deadline for submission of the nomination. For example, a 2014 nomination deadline means that research contributions from as far back as 2009 may be listed, or as far back as 2007, depending on the type of nomination.

- **New Tier 1 and Tier 2 nominees:** List all research contributions over the last five (5) years.
- **Tier 1 renewal nominees:** List all research contributions over the last seven (7) years.
- **Tier 2 renewal nominees:** List all research contributions over the last five (5) years.

Group the nominee's research contributions by category in the following order, with the most recent contributions listed first.

- A. Published refereed contributions**, such as: books (where applicable, subdivide according to those that are single-authored, co-authored, and edited works), monographs, book chapters, and articles in scholarly refereed journals. Note that 'refereed contributions' assumes assessment of the work in its entirety—not merely of an abstract or extract—before publication, and by appropriately independent, anonymous and qualified experts (i.e., assessors who are at arm's length from the author).
- B. Other refereed contributions**, such as: conference proceedings, papers presented at scholarly meetings or conferences, articles in professional or trade journals, government publications, etc.

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CURRICULUM VITAE

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C. Non-refereed contributions, such as: book reviews, published reviews of your work, research reports, policy papers, public lectures, creative works, papers in conference proceedings, specialized publications, technical reports, internal reports, discussions, abstracts, symposium records, monographs, books or book chapters, conference presentations, government publications, etc.

D. Forthcoming contributions: Indicate one of the following statuses: "submitted", "revised and submitted", "accepted" or "in press". Provide the name of the journal or book publisher and the number of pages.

E. Creative outputs: List your most recent and significant achievements (if applicable), grouping them by category. Creative outputs will be evaluated according to established disciplinary standards, as well as creative and/or artistic merit. Examples of creative outputs may include, for example, exhibitions, performances, publications, presentations, film, video, audio recordings, etc. If applicable, you may include **website links** (though the Secretariat cannot guarantee that links will be accessed). If including a website link, please follow these instructions:

- Provide the complete and exact URL and indicate the path to access the intended support material on the website.
- Include a list of up to three works or excerpts of works to which you would like to direct the reviewers (e.g., images, audio, video, written material, etc.). Please provide titles, dates of creation/production, and a brief context for the works presented.
- Ensure that the website and all links involved will be operational up to six months after the application deadline.
- Specify the browser and version that should be used.

Note: The Secretariat assumes no responsibility in cases where links provided are broken or the server is unavailable during the adjudication period.

4) LEADERSHIP

Provide evidence of international leadership (Tier 1), or of the potential to become an international leader in the field in the next five to 10 years (Tier 2).

- Describe (if applicable, based on the nominee's career stage) any involvement in broader intellectual leadership activities, such as the stewardship of initiatives at a national or international level that have had an influence or impact that extends beyond the nominee's own institution.
- If applicable, describe how the nominee has improved the institution's ability to leverage additional research resources (including financial and non-financial resources).

5) TRAINING AND SUPERVISORY EXPERIENCE

- Describe the nominee's role in training students (e.g., doctoral, masters, undergraduate) and other trainees (if applicable).
- Describe the nominee's role in supervising or co-supervising ongoing and/or completed theses at the doctoral, masters and/or undergraduate level.
- Describe the steps the nominee has taken to involve students (e.g., doctoral, masters, undergraduate) in his/her research activities.
- Specify if the nominee's opportunities for such contributions have been limited because the university does not have graduate degree programs in his/her field or discipline. Describe any proactive strategies undertaken in order to make contributions to student training despite these challenges.

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6) OTHER CONTRIBUTIONS

- Describe other activities that show the impact of the nominee's work, such as awards, contributions to scientific peer review (membership on peer review committees, external reviews, etc.), consulting, contributions to professional practice or public policy, memberships on committees, boards, or policy-making bodies with government or the private sector, voluntary work, work with or within community or not-for-profit organizations, or work in non-academic positions.

7) CIRCUMSTANCES AFFECTING PRODUCTIVITY

An important evaluation criterion in the Canada Research Chairs Program is the excellence of the nominee. A key factor in assessing this criterion is the research productivity of the individual. The Secretariat acknowledges that certain circumstances may legitimately affect a nominee's record of research achievement.

Nominees are encouraged to explain any circumstances that have affected their productivity (if applicable) in order to allow for a fair assessment of their nomination. Reviewers are instructed to give careful consideration to and be sensitive to the impact of these circumstances when assessing the nominee's research productivity. Please see the program's Guidelines for Assessing the Productivity of Nominees for examples of such circumstances and the specific instructions provided to reviewers in relation to them. Note that the information provided within the nomination package is protected under the Conflict of Interest and Confidentiality Policy of the Federal Research Funding Organizations.

Guidelines for explaining circumstances affecting productivity:

- Clearly explain the circumstances that have had an impact on your research productivity.
- Provide an estimate of the amount of time the nominee was taken away from his/her work by the affecting circumstance(s) (e.g., 'one day a week for five months', or 'one month during the year'). If applicable, include the start and end dates of the period in question.
- Provide the dates of all formal leaves taken.

CV length extension provision

Nominees may extend the "Research Support" and "Research Contributions" sections of their CVs if they have taken a formal leave that meet the following conditions:

- the leave(s) must have been for parental leave, extended illness, or the need for the care and nurturing of the chairholder's immediate family members;
- the employer must have formally approved the leave(s);
- the leave(s) must have occurred within the 10 years prior to the program's nomination submission deadline date; and
- the leave(s) must have been long enough to have had an impact on the nominee's productivity.

Nominating institutions who wish to take advantage of the CV length extension provision for a nominee must provide a formal signed letter from the authorized institutional representative attesting that the criteria outlined above have been met. The letter must be submitted by email or with the hard copy of the nomination package at the time of submission.

Length of extension

- Extend these sections of the CV according to the length of the leave, rounded up to the closest full year. For example, a new Tier 2 nominee who had an 18 month leave can extend their CV from the mandatory five (5) years to seven (7) years).
- The extension may be applied to more than one eligible leave period. For example, a Tier 2 nominee who had a six month leave in 2014 and an eight month leave in 2015 can extend their CV from the mandatory five (5) years to seven (7) years).

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Tier 2 justifications: A nominee may extend the length of their CV if their nomination is tied to a Tier 2 justification. They must use the guidelines listed above. For these nominations, the documentation provided by the institution within the Tier 2 justification process serves as the formal letter; therefore, a separate signed letter from the institution is not needed.

Other situations: The extension of a CV may be considered to accommodate situations where for legitimate reasons the nominee could not, or did not take a formal leave. For example, the candidate had a prolonged period of unemployment or mandatory military service.

In these cases, the institution must provide:

- a strong justification for the extension, outlining the circumstances;
- corresponding documentation as requested; and
- a formal institutional letter requesting the extension to the CV, which must be submitted to the Secretariat for approval a minimum of three weeks prior to the [nomination submission deadline](#).

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Applicant registry sheet (for the Nominee)

The information on this page will not be made available to reviewers. It will only be used by the Canada Research Chairs Program for administrative and statistical purposes. Filling out the Statistical and Administrative Information section is optional.

Surname or family name:			
Given name and initials:			
Language of correspondence :	English	French	
	Country code	Area code	Number Extension
Telephone:			
Fax:			
E-mail address :			

Citizenship

Citizenship status Canadian Permanent resident in Canada since :

Other (country):

Have you applied for permanent residency in Canada ? Yes No

Equity, Diversity and Inclusion - Why we are asking you to self-identify

As it is part of the nomination package, all nominees must complete and submit the program's self-identification form by the application deadline date; however, nominees may choose not to self-identify by selecting the option "I prefer not to answer" for some or all of the questions.

To complete your application package, go to the self-identification form and submit the form (you will receive a notice at the top of the screen when it has been successfully submitted): https://competitions2.nserc-crsng.gc.ca/sites/CHAIRS-EDI2_CHAIRES-EDI2/993/home-accueil.aspx?lcid=1033.

For more information about this form, please consult the self-identification section of the frequently asked questions on the program's equity, diversity and inclusion requirements and practices: https://www.chairs-chaires.gc.ca/programme/equity-equite/faqs-questions_frequentes-eng.aspx.

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