

Clinical Bursary Application – Applicant Instructions

Please follow these instructions when preparing the application documents:

- 1) **Applicants must first advise the [Program Director](#) of their intention to apply to the program.**
- 2) **Clinical Bursary Award Form A** – please complete the entire form; size of text boxes can be increased or decreased depending on the amount of information the applicant chooses to include
- 3) **Applicant's curriculum vitae (CV)**
 - Page format: at the discretion of the applicant
 - Number of pages: no limit
 - The mandatory sections that must be included in your CV are the following
 - Personal information
 - Education and degrees
 - Recognitions (awards, honours, bursaries, and distinctions)
 - Clinical training
 - Research training/experience
 - a. Past research projects: please include your contribution to the projects (e.g., protocol development, data collection/analysis, etc), and project stage (e.g., completed, published)
 - b. Research training:
 - i. Courses offered by Department and Divisions
 - ii. University courses: Epidemiology, Biostatistics, Basic science courses\
 - iii. Post-graduate degrees: MSc, PhD
 - Lectures given, presentations and publications
 - a. Clinical and research-related lectures
 - b. Scientific conferences, departmental/university research day (posters and oral presentations)
 - c. Non peer-reviewed publications
 - d. Peer-reviewed publications
 - Other sections can be added to the CV at the discretion of the applicant
- 4) **Reference letters**
 - Referees must follow the reference letter instructions, available under Clinical Bursary Award in Pediatrics on: <https://www.mcgill.ca/peds/education-training/pgme/funding>.
 - Reference letters must be sent directly to pgadm.med@mcgill.ca
 - Reference letters must NOT be shared with candidates
 - Referees should be capable to comment on the following items:
 - At least one referee should be able to comment on your performance in each of the CanMEDS roles: medical expert, communicator, scholar, collaborator, professional, leader, and health advocate
 - At least one referee should be able to comment on the following research-related characteristics and abilities: critical thinking, independence, perseverance, originality, organizational skills, interest in discovery, research ability and leadership
- 5) **Personal statement (maximum 1 page)**
 - Page format:
 - Page size: US letter (21.59 cm X 27.94 cm or 8.5 in. X 11 in.)
 - Margins: 2 cm (3/4 in.)
 - Font: Arial 10 or Times New Roman 12
 - Line spacing: single space
 - Header:
 - Applicant's name: top right corner
 - Personal statement – Clinical bursary: top left corner
 - Topics that must be commented on:
 - Applicant's research experience so far
 - Reasons for applying for the Bursary award
 - Reasons for choosing McGill University as the training environment
 - Applicant's post-training career objectives, including his/her goals for research, teaching and clinical work.

NOTE:**SUB-SPECIALTY CERTIFICATION FOR INTERNATIONAL TRAINEES**

International trainees are not eligible to write Royal College of Physicians and Surgeons of Canada (RCPSC) exams.

To be eligible to write the RCPSC subspecialty certification exam, candidates must 1) hold an MD degree at a Faculty of Medicine in Canada or the United States or hold a degree from outside Canada or the United States (DHCEU) and obtained equivalence for their Medical Degree from the Collège des médecins du Québec and 2) be registered in Pediatrics residency in a Canadian or American Faculty of Medicine. For more information re: subspecialty training requirements, visit [RCPSC website](#).

Subspecialty Examination Affiliate Program ([SEAP](#)) Exams

International trainees already licensed and practicing as subspecialists in Canada but who do not have access to Royal College certification via a primary specialty; AND/OR, international trainees who are registered with a postgraduate office in an accredited Royal College subspecialty training program, and who are not eligible to meet the prerequisite for subspecialty certification (see above), can contact the RCPSC for information about eligibility to sit the [SEAP](#) Exams. Residents who obtain credentials through SEAP are not RCPSC-certified in the subspecialty.

For more information, please consult the Faculty of Medicine's Postgraduate Medical Education website:

<https://www.mcgill.ca/pgme/admissions/prospective-residents/ministry-funded/subspecialty-carms>