



Industrial Postgraduate Scholarships Program (IPS)

The following checklists are designed to assist those preparing IPS information for submission to NSERC. They must be used in addition to the *Scholarships and Fellowships Guide*. It is not necessary to submit the checklists themselves to NSERC.

1. IPS Application Checklist		√
<i>The following information must be included in a complete IPS nomination package. The package must be submitted to NSERC by the Dean of Graduate Studies at a Canadian university.</i>		
Completed Form 200 (no Appendix 1 or 2 needed)		
Award type: IPS 1 or IPS 2*		
Student's citizenship status: Canadian or permanent resident		
Proposed start date of award		
Start date of graduate studies (unconditional admission to program confirmed by Dean)		
Student's average mark in last two years (if not first class, Graduate Studies Office must make case for exception)		
Company's name		
Company's information, research facilities student will have access to, etc.		
Name of student's supervisor at company		
University supervisor's name		
University supervisor's declaration of any financial or personal interest in company		
Any funds from same company to supervisor for different project?		
University conflict of interest guidelines followed?		
No NSERC grant funds awarded to university supervisor to be used to pay student		
Details of planned interaction with sponsoring company		
Agreement in place: - Minimum \$6,000 per year to be paid to university - Company's commitment for the duration of the award - Student at company location for 20 per cent of time (detailed plan provided) - Intellectual property ownership clear - Granting of student's degree will not be delayed by the desire to keep research results confidential		
* If the student's eligibility to apply for the award could run out while the negotiations involved in preparing the agreement are underway, the university should forward the incomplete application to NSERC, with an explanatory covering letter.		



2. IPS Progress Report Checklist		√
<p><i>The annual progress report is due at NSERC on the anniversary date of the official start date of the award. Payment of subsequent instalments of the scholarship is contingent upon the progress report proving satisfactory to NSERC.</i></p>		
Portion to be supplied by student:		
<p>Details, in tabular form, of the time spent working on this project at the company location (a minimum of 20 per cent). If no time has been spent at the company, the award may not be renewed.</p>		
<p>If you were unable to spend 20 per cent of your time at the company, the reasons for this should be given. A proposal to bring the average time spent at the company up to 20 per cent over the duration of the award must also be submitted.</p>		
<p>General information regarding the progress made towards the research objectives identified at the time of application.</p>		
Portion to be completed by University Dean or representative:		
<p>The student's standing in the program remains satisfactory.</p>		
<p>The company's contribution for the first year of the award has been received by the university.</p>		
<p>The company has confirmed its commitment to pay the second year's contribution.</p>		