



researchNS

January 10, 2022

**Undergraduate  
Scotia Scholars  
Award**

University of King's College | 2021-22

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**Requirements are outlined below for the full application for the 2021-22 Research Nova Scotia (RNS) Scotia Scholars Award. For more information on this opportunity, including deadlines, eligibility, application processes, and review processes, please visit:**

<https://researchns.ca/ssal>

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## Submission Process

### Introduction

It is the responsibility of the applicant to ensure that all information provided is correct and accurate. No proposal or proposal components can be accepted after the posted deadline. All proposal documentation and information, aside from reference letters, must be provided via the online submission form and will not be accepted via email, mail, or in person.

Applications and reference letters will not be accepted beyond the deadline of **Thursday, February 10 at 1:00 p.m. (AST)**.

### About Jura

All applications will be submitted via Research Nova Scotia's online portal, [Jura](#). To submit the application, the student must create a Jura account by clicking the 'Register' button found [here](#). All information collected in this system will be assessed for eligibility and those deemed eligible will be reviewed for funding consideration.

Once registered, the student will be able to view the application form for this opportunity via the '*Funding Opportunities*' section on their Jura homepage.

You will apply to opportunity titled '**Scotia Scholars – King's**'

**IMPORTANT: Information entered in Jura is NOT automatically saved.** Click the blue 'Save Draft' button frequently to ensure that you do not lose any information.

### Jura Technical Support

Technical issues related to application submission via Jura can be directed to:

RNS Jura Helpdesk  
[helpdesk@researchns.ca](mailto:helpdesk@researchns.ca)

Jura Helpdesk hours are 8am-4pm ADT Monday to Friday. Responses will be provided as soon as possible but please allow up to 24 hours for a response.

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## Application Checklist

To be considered for a Scotia Scholars Award, you will need to apply online via Research Nova Scotia's online portal, [Jura](#) by **February 10, 2022 at 1:00 p.m. (AST)** with the following items entered directly into Jura unless otherwise noted:

- Applicant Information** (entered directly into Jura)
  - Applicant Organization/Primary Contact
  - Application Student ID Number
  - Award Type
  - Program of Study
  - Program Start/Completion date
  - An unofficial **transcript**, uploaded to Jura
  - An up-to-date **resume/CV** (maximum: 2 pages), uploaded to Jura
  - Mentor details
- RNS Missions** (entered directly into Jura)
  - RNS Mission Selection
  - RNS Mission Achievement Statement
- About the Project** (entered directly into Jura)
  - Project title
  - Project description (1000 words maximum)
  - Research Experience and Potential description (2 pages maximum; uploaded to Jura)
  - Project objectives
  - Research Overview
  - Six keywords

Students must also arrange for two letters of reference to be emailed directly to [apply@researchns.ca](mailto:apply@researchns.ca) by **February 10, 2022 at 1:00 p.m. (AST)**. Please see [Appendix B](#) for details on what needs to be included in each of these letters.

- Academic Letter of Reference\***
- Leadership Letter of Reference\***

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All uploaded documents **must** adhere to the following format:

- Must be in PDF format.
  - Each section cannot exceed the page limits described.
  - Font must be 11 pt. minimum, black type. No condensed/narrow fonts, type, or spacing.
  - 1.5 line spacing, 0.5 inch (1.27 cm) left and right margins.
  - Page numbering can start at one and end with the maximum page limit for that section; applicants do not need to attempt consecutive numbering between sections.
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## Application Requirements

### Applicant Information

In this section, please provide the information requested regarding the primary applicant (the main contact for the submission).

### Applicant Organization

This is the organization that you selected upon sign up to the Jura system. For this opportunity, the organization should be 'University of King's College'. If the organization is incorrect, please contact [helpdesk@researchns.ca](mailto:helpdesk@researchns.ca).

### Primary Contact

This is the contact information that you entered upon sign up. If this information is incorrect, please update your contact information using the 'Personal Profile' link on your Jura homepage.

### Applicant Institutional ID

Enter your student number at King's. If you do not have a current student ID at this institution, please enter 'N/A'.

### Award Type

Select 'Undergraduate' from the dropdown menu.

### Program of Study

Enter the degree program you are currently enrolled in at your institution. Please include both the program type and your focus or major (e.g. BSc Biology). The incumbent ideally will have undertaken significant study in History of Science and Technology or its affiliate programs, such as the Medical Humanities Certificate.

### Program Start/Completion Date

Enter the day you began your current studies at your institution and your expected completion date.

### Transcripts

Upload any unofficial transcripts from your current institution that show (1) that you are in good standing and (2) any details your academic status. Multiple uploads are allowable. Upload must be in **pdf format**.

### Applicant Resume/CV

*Maximum: 2 pages*

Please upload an up-to-date resume/CV; ensure that your submitted CV is in PDF format and follows the Guidelines in [Appendix A](#).

## Supervisor (Mentor) Information

Applicants are to have a research mentor at King's. Additionally, King's will strive to pair successful applicants with a secondary mentor who works within the world of health and healthcare.

Enter your mentor's name, institution, and email. Please ensure that spelling is correct.

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## RNS Missions

In this section, please provide the information requested regarding your project's alignment with the RNS missions.

### RNS Mission Selection

All submissions considered for funding must reflect the health pillar of Research Nova Scotia's mission-oriented strategy, which uses research to support a healthy population and strong health care system.

Select the health mission(s) that you feel best fits with your proposal.

### RNS Mission Achievement Statement

*Maximum: 525 words*

Please demonstrate how the project will contribute to achieving one or more of the Research Nova Scotia health missions:

- Advance disease detection, diagnosis, treatment, and prevention
  - Strengthen our health care delivery system
  - Care for vulnerable populations
  - Promote better opportunities for future health and wellbeing
- 

## About the Project

In this section, please provide the information requested regarding the project you are proposing.

### Project Title

Provide a title for the project you will complete with your mentor. This title will be used for communication purposes.

### Project Description/Research Overview

*Maximum: 1000 words*

In keeping with King's commitment to interdisciplinary research at the intersections of the humanities, social sciences, and sciences, proposals are invited in the following areas (these are intended to be illustrative rather than all encompassing):

- History of applied science and technology as it relates to current and future health system needs

- For example, what can we learn from what society did during and after past pandemics to build resilience, preserve community, and promote optimal outcomes?
- Indigenous knowledge systems
  - For example, as they relate to illness prevention or treatment
- Medical ethics and biopolitics
- Inequality of access to health care, from research to treatment
- Social and environmental determinants of health as they would inform preventative medicine
  - For example, historical reflection and contemporary inquiry into how philosophical and literary framings of social and environmental determinants of health have guided health research and societal norms regarding health and how research in this area could be deployed to promote better opportunities for health (i.e. holistic prevention versus reactive medicine)

Provide a clear and concise description of the proposed project that includes:

- How your project will meet interdisciplinary research areas (as illustrated above)
- A description of the issue/topic to be researched, the research objectives, and methodology.
- The potential impact these activities will have on the field of health research and the health of Nova Scotians.

## Materials

Upload the following document as a PDF to Jura.

**All uploaded documents for review must use minimum 1.0 line spacing, 0.5 inch (1.27 cm) left and right margins, and font must be 11pt minimum, black type. No condensed/narrow font types or spacing.**

### [1] *Research Experience and Potential*

*Maximum: Two pages*

A short description/essay describing why you would like to be considered for this research position, including the following:

- Why are you interested in the research project?
- How will your courses (and/or your other experience) provide you with some background to work in the area(s) you have selected?
  - If you have not undertaken significant study in History of Science and Technology or its affiliate programs, such as the Medical Humanities Certificate, please demonstrate how you meet the requirements of equivalent experience or study.
  - Students from streams of study other than History of Science and Technology or its affiliate programs, such as the Medical Humanities Certificate should demonstrate their preparedness to undertake research in this area
- Why are you the best candidate for this position?

## Project Objectives

List the primary research objectives you would like to achieve over the duration of the project. These objectives must include the overall research objectives and capture the achievements expected if project is funded. In addition, they should align with the Project Description section of your application.

Enter only one objective per text box. A maximum of ten objectives may be listed on the application form. Funded applicants will be required to report on all progress related to the listed objectives on an annual basis.

Project objectives must be related to the project work, and should not include personal statements such as:

- Intent to do well in course work
- Intent to graduate by a certain date

## Key Words

Please list six key words that describe your research project. This information is for administrative purposes only.

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## Application Submission

### Application Summary

For an overview of how your submission will appear for consideration by the review committee, select the '**Application Summary**' button in the left corner of the submission form. You will be provided with a PDF overview and list all attachments connected to your submission.

It is strongly recommended that you **review this carefully before submission** to ensure information provided is accurate and appears correctly.

### Submission

When your proposal is ready for submission select the blue '**Submit**' button at the bottom of your form. You will receive a confirmation email and the submission will be viewable under **submitted applications** in your Jura main profile.

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## Application Support

Inquiries regarding potential opportunities, and application creation should be directed to:

**Joanna Sheridan**, Assistant to the Vice-President and Public Humanities and Experiential Learning Coordinator  
[joanna.sheridan@ukings.ca](mailto:joanna.sheridan@ukings.ca)

Technical issues related to application submission via Jura can be directed to:

**RNS Jura Helpdesk**

[helpdesk@researchns.ca](mailto:helpdesk@researchns.ca)

Jura Helpdesk Hours are 8am-4pm ADT Monday to Friday. Responses will be provided as soon as possible but please allow up to 24 hours for a response.

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## Appendix A: Required Applicant Resumé/CV Format

Resumes/CVs must include the following sections and associated information:

### Identification

Provide your name, student identification number, mailing address, phone number, and email address.

### Details of Academic Background

Indicate all research training, university degrees obtained and those in progress (where applicable), starting with the most recent. If you hold a degree from more than one institution, enter each institution separately.

Degree Type	Degree Name and Specialty	Institution/ Organization and Country	Mentor Name	Start Date (MM/YYYY)	End Date (MM/YYYY)
<i>Sample text</i>	<i>Sample text</i>	<i>Sample text</i>	<i>Sample text</i>	09/2020	05/2022

### Work Experience

Starting with the most recent, indicate your current and other academic and non-academic work experience since the beginning of your university studies. Leave the end date blank for current positions.

Position	Institution/ Organization and Country	Department/ Faculty/School	Start Date (MM/YYYY)	End Date (MM/YYYY)
<i>Sample text</i>	<i>Sample text</i>	<i>Sample text</i>	09/2020	05/2022

### Distinctions/Awards/Credentials

Starting with the most recent, indicate any recognitions received, including awards, fellowships, scholarships, licenses, qualifications, professional designations or credentials. Do not include academic appointments here, as they are detailed under work experience. Maximum 20 entries.

Name/Title and Type	Institution/ Organization and Country	Start Date (MM/YYYY)	End Date (MM/YYYY)	Specialty	Total Amount (\$)
<i>Sample text</i>	<i>Sample text</i>	09/2020	05/2022	<i>Sample text</i>	\$1,234

## Recent Funding

List all sources of support applied for in the last 12 months (both funded and unfunded). Include the funding source, program name, total amount requested and received (in Canadian dollars), and the period of support.

Funding Source	Program Name	Start Date (MM/YYYY)	End Date (MM/YYYY)	Total Amount Requested (\$)	Total Amount Received (\$)
<i>Sample text</i>	<i>Sample text</i>	<i>09/2020</i>	<i>05/2022</i>	<i>\$1,234</i>	<i>\$1,234</i>

## Contributions

Provide details regarding your key contributions (publications, patents/intellectual property rights, other activities or administrative, professional and social contributions).

Provide this information under the 3 headings outlined below. If you have no pertinent information for a specific heading, indicate "N/A".

### ***Publications***

*(no page limit)*

Using discipline-appropriate formatting, list your principal publications and other research and creation contributions for the past 5 years, according to the categories below.

- Peer reviewed publications
- Books and Chapters
- Abstracts
- Research Reports
- E-Journals
- Posters

### ***Patents and Intellectual Property Rights***

*(maximum: one page)*

List descriptions of patents/copyrights for technology transfer, products and/or services. Include the title, patent/copyright number and date, country(ies) of issue, as well as the relevance or impact of this item and any inventor name(s) pertaining to it.

### ***Activities and Contributions***

*(maximum: one page)*

Include both academic and non-academic achievements relevant to the award application and their impacts. Examples of entries are outlined below. (This is not necessarily a complete list and is intended to provide guidance only.)

- Career development (e.g., evidence of leadership)
- Committee membership
- Consulting/contract activities
- Research development
- Research or technical reports
- Technology transfers (specify the nature of the activity and the target audience)
- Involvement in public, private or non-profit sector activities

- Policy papers
- Presentations as guest speaker (public or invited lectures)
- Editorships (specify if editor-in-chief or member of the editorial team)
- Evaluation of articles for scientific, literary or artistic journals (specify title of journal and number of articles evaluated)
- Knowledge translation/dissemination activities
- Development of graduate seminar program, journal club or similar activity.

### ***Interruptions and Delays***

*(maximum: ½ page)*

Outline any factors that have resulted in a delay or interruption in your academic studies or training, career, research activities, dissemination of results etc. Common examples of an interruption/delay are a bereavement period following the death of a loved one, maternity/parental leave, a change in field of study or relocation of your research environment. Your description might include the start and end dates, the impact areas, and a brief explanation of the reasons for and nature of the absence.

## Appendix B: Letters of Reference

Applicants must arrange for two (2) letters of reference (one from a mentor and one leadership) to be emailed directly to Research Nova Scotia. Assessments should be completed by individuals that are familiar enough with your research and other abilities so that they can provide a meaningful commentary. You must contact your proposed references to ensure they are willing to complete an assessment for you in time for the application deadline.

Referees must send letters directly to the following email address prior to the application deadline: [apply@researchns.ca](mailto:apply@researchns.ca)

Reference Letters are due by **Tuesday, February 1, 2022 at 1:00 p.m. (AST)**

### Supervisor (Mentor) Letter of Reference

This letter should come from the applicant's mentor or potential mentor and address the applicant's demonstrated and potential academic and research abilities. Academic letters of reference must be submitted from an institutional email account. If a mentor has not yet been identified, another faculty member may complete the academic reference letter. Please check with your institutional representative to clarify who is most appropriate for this role. The letter should specifically address the following attributes:

- Critical thinking – judicious evaluation of all information, regardless of source (i.e., quality of analytical skills).
- Independence – pursuit of knowledge or acting on own initiative, seeking guidance only when appropriate.
- Perseverance – determined persistence in pursuit of goals despite obstacles or discouragement.
- Originality – creativity or ingenuity in problem solving.
- Organization skills – systematic, careful planning and coordination of activities, including ability to complete projects in timely manner.
- Interest in discovery – an inquiring mind and a strong desire to pursue new knowledge.
- Research ability – a natural talent or acquired proficiency for scientific investigation.
- Communication skills – effective interpersonal and verbal and written communication skills.

Please note: if applicant has not met the requirement for first class standing, mentor should justify why student should be considered for award.

## Leadership Letter of Reference

This letter must come from a person who can address the applicants demonstrated and potential leadership abilities. Specifically, the leadership letter of reference should address the following:

- Personal achievement – significant achievement, for example, athletic, artistic, cultural, entrepreneurial, volunteerism, civic engagement, community outreach etc.
- Specific leadership qualities.
- Self-management – ability to prioritize and maintain a balance between work and personal life
- Integrity – acts consistently according to ethical values and accepts personal accountability for the consequences of his/her actions and decisions.
- Social skills – develops positive relationships with a diverse range of people, cares about and listens to what others say, is supportive of his/her peers, is well respected, trustworthy, and dependable.

## Appendix C: Review and Selection Process

1. King's will assess applications to determine whether they are complete and meet the eligibility criteria.
2. Complete and eligible applications will be reviewed by King's in accordance with their review practices and the assessment criteria outlined below.
3. King's will submit a list of applicants recommended for funding and a list of alternates, if applicable, to Research Nova Scotia.
4. Research Nova Scotia will notify applicants of funding decisions and implement the process for award acceptance and payment for successful applicants.

### Assessment Criteria

Criteria	Indicators of research ability and potential	Weight
Academic Excellence	<ul style="list-style-type: none"> <li>• Strength of academic record</li> <li>• Quality of academic abilities outlined in academic reference letter</li> <li>• Funding, duration and prestige of received scholarships and awards</li> </ul>	60%
Leadership Qualities	<ul style="list-style-type: none"> <li>• Extent to which past and current employment, volunteer, extracurricular experiences, and research contributions demonstrate leadership skills</li> <li>• Quality and potential impact of leadership abilities outlined in leadership reference letter</li> <li>• Relevance of future plans to health research</li> </ul>	30%
Research Potential and Interest	<ul style="list-style-type: none"> <li>• Relevance of academic training and work experience to research activity</li> <li>• Funding, duration, and prestige of received scholarships and awards</li> <li>• Quality and extent of contribution to research activity described</li> <li>• Quality and potential impact of research abilities outlined in academic reference letter</li> <li>• Relevance of research activity to the Research Nova Scotia health mission and potential impact</li> <li>• Applicants interest in the project and research activity</li> </ul>	10%