

## Quebec Merit Scholarship Program for Foreign Nationals Programmes De Bourses D'excellence Pour Étudiants Étrangers (PBEEE)

### General Information and Instructions for Departments

The program is administered by Le Fonds de recherche du Québec – Nature et technologies (FRQNT) but candidates from all disciplines are eligible to apply: Computer Science, Engineering, Fine Arts, Health Sciences, Humanities, Pure Sciences, and Social Sciences.

#### Forms

For the pre-selection application and nomination forms, [click here](#).

#### Internal Deadline Dates

Applicants are to submit to a [Nominating Department at Concordia University](#) by **July 31<sup>st</sup>**.  
Departments are to submit electronically to the [School of Graduate Studies](#) by **August 14<sup>th</sup>**.

#### Quotas

Candidates cannot apply directly to the agency. They must be nominated by a University.  
Each Quebec University may submit the following number of nominations per category:

| Categories   | Master's | Doctoral | Postdoctoral | Short-Term | Total     |
|--------------|----------|----------|--------------|------------|-----------|
| Open         | 4        | 4        | 4            | 4          | 16        |
| Brazil       | N/A      | 1        | 1            | 1          | 3         |
| China        | N/A      | By China | By China     | By China   | 0         |
| Israel       | N/A      | 1        | 0            | 1          | 2         |
| India        | N/A      | 1        | 1            | 1          | 3         |
| Wallonie     | N/A      | 1        | 0            | 1          | 2         |
| <b>Total</b> | <b>4</b> | <b>8</b> | <b>6</b>     | <b>8</b>   | <b>26</b> |

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### Nomination Process

**Step 1:** Determine whether the applicant is eligible to apply for the competition(s).

- **Master's research component (VM)** is tenable within the first six semesters of the master's program - All master's sessions, funded or unfunded, completed before the scholarship takes effect (May 1st next year) are used in calculating the eligibility period.
- **Doctoral research component (V1, 1B, 1IS, 1I, 1W)** is tenable within the **first nine terms of the doctoral program** - All doctoral sessions, funded or unfunded, completed before the scholarship takes effect (May 1st next year) are used in calculating the eligibility period.
- **Postdoctoral component (V2, 2B, 2I)** is intended for researchers who have obtained their degree no more than two years before the deadline of the competition or who submitted their dissertation by January 15<sup>th</sup> following the application deadline at the latest, the deadline for the beginning of scholarship use. Postdoctoral research **must be conducted in an institution other than the one that granted the doctorate**. The applicant's doctoral supervisors and co-supervisors may not act as their postdoctoral supervisor, even if they have changed institutions.
- **Short-term research or professional development component (V3, 3B, 3IS, 3I, 3W)** is intended for technical and university students (option A) or researchers who have completed a doctorate no more than five years before the deadline for the competition (option B). The research or professional development **must be conducted in an institution other than the one at which the student was enrolled when they applied**.

**Step 2:** Verify that the application is complete by consulting the checklist (see page 4).

**Step 3:** Follow-up with the applicant for any missing documents.

**Step 4:** Review all files and selects the file(s) to be forwarded for evaluation by Concordia's internal adjudicating committee.

**Step 5:** Download and complete the Nominating Department Submission Form from [Concordia's PBEEE page](#).

**Step 6:** Merge all documents into one pdf document, using the Nominating Department Submission Form as the first page.

**Step 7:** Submit a Nomination Package for each recommended candidate (one pdf document per application) to the Graduate Awards Office via [email](#) by **August 14<sup>th</sup>**.

**NOTE:** If an application is deemed ineligible, the department must inform the applicant.

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On the [Nominating Department Submission Form](#), indicate how the candidate ranked within the number of recommended applications by providing a ranking number and a brief assessment of the file. The assessment will only be read by the internal adjudicating committee and will not be forwarded to the granting agency. The assessment of the foreign transcript(s) and comments on the institution(s) must be included in the assessment

### Selection Criteria

The applications are to be evaluated by the internal adjudicating committee based on the following criteria and weighting:

| Criteria   | Master's          | Doctoral          | Postdoctoral      | Short-term        |
|--|-------------------|-------------------|-------------------|-------------------|
| Excellence of university record  | 45 points         | 30 points         | 20 points         | 30 points         |
| Aptitude for research and relevant research experience   | N/A               | 40 points         | 30 points         | 30 points         |
| Scientific quality and interest of the proposed research project and quality of the research environment | 55 points         | 30 points         | 50 points         | 40 points         |
| <b>Total</b>   | <b>100 points</b> | <b>100 points</b> | <b>100 points</b> | <b>100 points</b> |

### Indicators

A) Excellence of university record. The following indicators are used:

- Cumulative average obtained;
- Progression of studies;
- Duration of studies;
- Prizes and distinctions.

B) Aptitude for research and relevant research experience, where applicable. The following indicators are used:

- Reason for the application;
- Candidate's experience and achievements;
- Leadership skills;
- Referee's letters of evaluation
- General presentation of the file.

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C) Scientific quality and interest of the research project and the proposed research environment. The following indicators are used:

- Quality of the supervision provided by the environment;
- Clarity of the scientific objectives;
- Relevance of the methodology for the objectives sought;
- Originality of the project;
- Contribution to the advancement of knowledge in the concerned field;
- Compatibility of the proposed project with the supervisor's field of research (doctoral scholarships only).

### **Checklist**

- ☐ Nominating Department Submission Form (this is the cover page of each nomination package)
- ☐ Applicant's Pre-Selection Form (Doctoral, postdoctoral or short-term research)
- ☐ Two letters of reference
- ☐ Photocopy of the identification page of a valid passport from the candidate's country of origin or of any official document that enables the candidate's citizenship to be determined.
- ☐ Copies of transcripts of all university studies completed or not. For transcripts from outside North America, candidates must enclose a letter explaining the grading system used by the institution concerned. Transcripts must be organized chronologically from newest to oldest.

### **Additional Documents for the V2 and V3 Competitions**

- ☐ Letter of acceptance from the research supervisor (if applicable)
- ☐ Photocopy of PhD diploma (or attestation of the first reading of the dissertation [V2 Competition Only])

### **Contact Information**

For further information, please contact the [Graduate Awards Office](mailto:pbеее@frq.gouv.qc.ca) and/or FRQNT  
[pbеее@frq.gouv.qc.ca](mailto:pbеее@frq.gouv.qc.ca)

**Incomplete applications will not be reviewed by the SGS Graduate Awards Committee.** Information on this document is subject to change.

Detailed information is provided on the [agency's website](#).