CIP E-Application Checklist

☐ CIP Royal College Registration form
☐ PGME Registration form
☐ Statement of career plans (approx 1 page)
☐ Research Proposal (approx 3-4 pages)
  • Title of project
  • Hypothesis to be tested or series of questions to be tested
  • Rationale
  • Experimental design or methods
  • Discussion
    o Outline potential challenges, pitfalls and alternative strategies on how to interpret data collected
  • Role of the student (including the benefits for the student)
  • Outline of events
  • References
☐ Biosketch and CV
  • Students bio-sketch and CV
  • Supervisor(s) bio-sketch and CV from Supervisor(s) outlining the following
    o Supervisor’s statement of support
    o Source and duration of funding supporting the proposed project and applicant’s salary
    o Applicant’s role in the project
    o Research environment and personnel supporting the applicant (e.g. laboratory space, core facilities, technical stuff)
☐ Transcripts:
  • E-transcripts should be emailed to mrdo@dal.ca.
☐ 2/3 reference letters:
  • References on official letterhead of the provider with an ink signature, to be scanned and emailed directly from referee(s) to mrdo@dal.ca.
☐ Funding support letter

NOTE: Royal College’s CIP Standards: the supervisory committees for MSc trainees must consist of the supervisor(s) plus 2 additional members; for PhD trainees the committee must consist of the supervisor(s) plus 3 additional members. For both MSc and PhD, at least one member must be a clinician in the discipline of the trainee who represents the specialty/subspecialty in which the resident is registered who can facilitate the integration of clinical and research experience. Trainee supervisors who have little to no supervisory experience must co-supervisor with a senior faculty. Supervisory Committee members must be approved by the CIP-RPC.

Please submit all documentation electronically as ONE pdf.

CIP Manager
emma.marquis@dal.ca
Website: https://medicine.dal.ca/research-dal-med/capacity/cip.html