



**Global Affairs Canada/Canadian Bureau of International Education (CBIE)**  
**Awards for Incoming Research Students at the University of British Columbia**

**UBC Host Supervisor Form**

- Canada-ASEAN Scholarships and Educational Exchanges for Development (Canada ASEAN-SEED)
- Emerging Leaders in the Americas Program (ELAP)
- Study in Canada Scholarships

Deadline for Canada ASEAN-SEED: **THURSDAY FEBRUARY 18 2021**

Deadline for Emerging Leaders in the Americas Program: **MONDAY MARCH 15 2021**

Deadline for Study in Canada Scholarship: **MONDAY MARCH 15 2021**

**UBC must apply on behalf of the student.** Please collect information from the scholarship candidate (Student/Candidate Information Form) **and submit it along with this form and supporting documents to Go Global via email.** Go Global will submit the online application and supporting documents to CBIE.

\*Please note that the form must be submitted as a **word document (.doc, .docx).**

**Go Global: International Learning Programs**

Email: [go.global@ubc.ca](mailto:go.global@ubc.ca)

Student Name	
Student Home Institution	

**PROGRAM**

Program (Add X to select)	<input type="checkbox"/> College/Undergraduate – four months or one academic term <input type="checkbox"/> Graduate – four months or one academic term <input type="checkbox"/> Graduate – five to six months
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### CANADIAN ACADEMIC SUPERVISOR

Salutation E.g. Ms./Mr./Mrs. /Dr./Prof./Prof.Dr.	
First Name	
Last Name	
Job Title	
Department/Office	
Phone	
Email	
UBC Campus	<input type="checkbox"/> Vancouver <input type="checkbox"/> Okanagan <input type="checkbox"/> Other (please specify)

### HISTORY OF INTER-INSTITUTIONAL COLLABORATION

Please describe the nature of the agreement i.e., formal Memorandum of Understanding, informal agreement between post-secondary institutions or departments, research collaboration between professors, etc. (maximum 1000 characters, approximately 140 words).

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*\*Please abide by the character restrictions as we cannot insert more than 1000 characters into the online application for this section.*



## SUPPORTING DOCUMENTS

Please note that Go Global must receive all completed applications and supporting documents by: **THURSDAY, FEBRUARY 18, 2021** for Canada ASEAN-SEED applications and by **MONDAY, MARCH 15, 2021** for ELAP and Study in Canada applications.

Unfortunately, we cannot accept incomplete or late applications.

Please attach a scanned copy of the following required documents to your application email in one of the following formats: .pdf, .jpg, .doc, .docx, .txt or .gif.

**NOTE:** Go Global will provide a signed copy of the Memorandum of Understanding or Agreement with the partner institution where applicable

### **Supporting Documents for Canada-ASEAN Scholarships and Educational Exchanges for Development (SEED) applicants:**

1. **Letter of invitation from the Canadian supervisor:** applications for graduate students must include a letter from the Canadian supervisor indicating their willingness to support and mentor the candidate. This letter must be on institutional letterhead, be in English or French, be signed and demonstrate the support for the candidate during the exchange period and demonstrate how the Canadian institution, supervisor and peers will benefit (maximum one page).
2. **Proof of citizenship:** a copy of the candidate's passport or national identity document with valid dates. If the identity document is in a language other than English or French, an English or French translation of the identity document approved by the partner international institution must be provided. Note: a driver's licence, permanent resident card, student card or baptism certificate is not accepted as proof of citizenship.
3. **Proof of full-time enrolment:** a letter in English or French from the home institution, on official letterhead, dated within the last six months, confirming that the candidate is currently enrolled in a full-time program and will continue to be enrolled upon their return and providing the expected completion date of the degree. The letter must clearly state:
  - a. The type of program and the level of study of the candidate at the home institution;
  - b. The full-time enrolment status at the home institution; and
  - c. The anticipated completion date of the degree at the home institution

**Note:** copies of transcripts, a student card or letter of admission are not acceptable (maximum one page).

4. **Letter of intent from the candidate:** a letter in English or French explaining how undertaking the study/research in Canada will empower the student to apply the learning to address the 2030 Agenda for Sustainable Development and how they intend to use this learning to help combat poverty and narrow the development gap in the ASEAN region in their future career. In the letter of intent, candidates must identify the [Sustainable Development Goal](#) that their proposed study or research in Canada would contribute to (maximum one page). The Letter of intent must include the following:
  - a. A brief description of the chosen field of study or research;
  - b. A brief explanation of how the chosen field of study or research is aligned with the 2030 Agenda for Sustainable Development;



- c. An identification of which Sustainable Development Goal(s) the chosen field of study or research is aligned with;
  - d. For candidates from Cambodia, Indonesia, Laos, Malaysia, Myanmar, the Philippines, Thailand and Vietnam: please provide a brief explanation of how you plan to use the learning in Canada to help combat poverty in your home country;
  - e. For candidates from Brunei and Singapore: please provide a brief explanation of how you plan to use the learning in Canada to help combat poverty in one of the other eight ASEAN countries listed under item 4 above.
5. **Letter of support from the home institution:** a letter in English or French from the candidate's instructor, professor or international director on the institution's official letterhead explaining the nature of study or research, how the candidate and the home institution will benefit from this scholarship program, and the institution's assessment of the candidate's commitment and capacity to use the program of study or research in Canada to help combat poverty and narrow the development gap in the ASEAN region (maximum one page).
6. **Privacy Notice Statement:** a copy of the [Privacy Notice Statement for non-Canadian participants](#) dated and signed by the candidate.

### **Supporting Documents for Emerging Leaders in the Americas applicants:**

1. **Letter of invitation from the Canadian supervisor:** applications for graduate students must include a letter from the Canadian supervisor indicating their willingness to support and mentor the candidate. This letter must be on institutional letterhead, be in English or in French, and be signed. It must describe the nature and scope of the research collaboration with the student's home institution, the support they will receive during the exchange period and how the Canadian institution, supervisor and peers will benefit from the exchange (maximum one page).
2. **Proof of citizenship:** a copy of the candidate's passport or national identity card with valid dates and photo. Note: a driver's license, permanent residence card, work permit, student card, health card, birth certificate or baptism certificate are not accepted as proofs of citizenship. Candidates from countries/territories that do not issue national identity cards must provide copies of their valid passports. The country/territory of citizenship selected in the online application form must be the same as the country/territory of the proof of citizenship.
3. **Proof of full-time enrolment:** a letter in English or French from the home institution, on official letterhead, dated within the last six months, confirming that the candidate is currently enrolled in a full-time program (maximum one page). Note: copies of transcripts, a student card or a letter of admission are not acceptable.
4. **Letter of intent from the candidate:** a letter in English or French from the candidate explaining the nature of studies or research to be undertaken; the rationale for study in Canada and for the choice of institution, program and supervisor; and how the proposed program of study or research will relate to their future career (maximum one page).
5. **Letter of support from the home institution:** a letter in English or French from the candidate's instructor, professor or international director on the institution's official letterhead explaining the nature of study or research to be undertaken in Canada and how the candidate and the home institution will benefit from this scholarship program (maximum one page).
6. **Privacy Notice Statement:** a copy of the [Privacy Notice Statement for non-Canadian participants](#) dated and signed by the candidate.



## **Supporting Documents for Study in Canada applicants:**

1. **Letter of invitation from the Canadian supervisor:** applications for graduate students must include a letter from the Canadian supervisor indicating their willingness to support and mentor the candidate. This letter must be on institutional letterhead, be in English or in French, and be signed. It must describe the nature and scope of the research collaboration with the student's home institution, the support they will receive during the exchange period and how the Canadian institution, supervisor and peers will benefit from the exchange (maximum one page). (maximum one page).
2. **Signed copy of Memorandum of Understanding or Agreement with the partner institution (NOTE: to be provided by Go Global with input from the UBC supervisor re: the highlighted section below):** a written agreement or understanding, in English or in French, signed by both institutions, indicating that tuition fees will not be charged and containing any other clauses of mutual interest. The specific clause in which the tuition fees are waived must be indicated. For college or undergraduate applications involving research at Canadian institutions with no MOUs with the candidates' home institutions, please upload a letter issued by the Canadian institution's international office or equivalent, **linking the application to a specific international research collaboration, naming the Canadian supervisor who has agreed to mentor the student** during the scholarship period, and confirming that tuition fees, if any, will be waived for the recipient. For graduate applications, if the exchange takes place under a signed agreement, it is strongly suggested that it be included with the application.
3. **Proof of citizenship:** a copy of the candidate's passport or national identity document with valid dates. If the identity document is in a language other than English or French, an English or French translation of the identity document approved by the partner international institution must be provided. Note: a driver's licence, permanent resident card, student card or baptism certificate is not accepted as proof of citizenship.
4. **Proof of full-time enrolment:** a letter in English or French from the home institution, on official letterhead, dated within the last six months, confirming that the candidate is currently enrolled in a full-time program and will continue to be enrolled upon their return and providing the expected completion date of the degree. The letter must clearly state:
  - a. The type of program and the level of study of the candidate at the home institution;
  - b. The full-time enrolment status at the home institution; and
  - c. The anticipated completion date of the degree at the home institution.

Note: copies of transcripts, a student card or letter of admission are not acceptable (maximum one page).

5. **Letter of intent from the candidate:** a letter in English or French from the candidate explaining the nature of research, study, or practicum to be undertaken; the rationale for choosing Canada, and for the choice of institution, program and supervisor (if applicable); and how the proposed activities relate to their career (maximum one page).
6. **Letter of support from the home institution:** a letter in English or French from the candidate's instructor, professor or international director on the institution's official letterhead explaining the nature of study or research to be undertaken in Canada and how the candidate and the home institution will benefit from this scholarship program (maximum one page).
7. **Privacy Notice Statement:** a copy of the [Privacy Notice Statement for non-Canadian participants](#) dated and signed by the candidate.