



## KILLAM POSTDOCTORAL FELLOW RESEARCH PRIZE Guidelines

*Submission Deadline: Wednesday, December 13, 2017 at 10:00 AM PST*

Established in 2011, the Killam Postdoctoral Fellow Research Prizes are awarded annually for excellence in research. Two prizes in the amount of \$5,000 each will be awarded to full-time Postdoctoral Fellows at UBC in recognition of outstanding research and scholarly contributions while at UBC. All fields of research are included.

### **ELIGIBILITY**

Nominees must be appointed at UBC and have held a full-time postdoctoral fellowship appointment for at least 12 months as of the closing date for nominations. Nominees must apply through the Faculty in which they are appointed

- The Killam Postdoctoral Fellow Research Prize can be received only by a full-time UBC-appointed Postdoctoral Fellow at the time of the announcement (April 1, 2018). The PDF's appointment must be in compliance with the scope, governing principles, and eligibility criteria set out in University [Policy #61, Postdoctoral Fellows](#). A postdoctoral fellow is eligible for only one Killam Postdoctoral Fellow Research Prize.

### **NOMINATORS**

The supervisor and at least one other faculty member in the nominee's Faculty must nominate them. Nominators will complete all documentation and submit to the Dean of their Faculty. The Deans of the **Faculty of Medicine** and **Faculty of Science** may each forward **up to two** nominations, with a complete dossier, to the PDFO for adjudication by the Faculty of Graduate and Postdoctoral Studies. The Deans of **all other faculties**, and the School of Graduate and Postdoctoral Studies at **UBC Okanagan** may forward **one** nominee, with a complete dossier, to the PDFO for adjudication by the Faculty of Graduate and Postdoctoral Studies.

### **DOCUMENTATION REQUIRED FOR NOMINATION**

Please create a nomination package including the following documents in the order listed. Electronic submissions from the nominee's Faculty should be sent to [postdoctoral.fellows@ubc.ca](mailto:postdoctoral.fellows@ubc.ca).

#### **1. Completed Nomination Form**

- Nomination form can be downloaded at <https://www.postdocs.ubc.ca/award/killam-postdoctoral-fellow-research-prize>

#### **2. Nominee's Curriculum Vitae**

- This must include an up-to-date, complete list of his or her publications. Maximum of 4 pages.

#### **3. Nominee's 50-Word Citation**

- In 50 words or fewer, summarize the nominee's primary scholarly contribution using language that would be understood by a non-expert.



#### 4. Nomination Letter

- Nominators should submit a ONE page nomination letter that clearly and concisely explains why the nominee deserves this award. This letter must be signed by all nominators showing clearly their names.

#### 5. Support Letters

- Nominators must collect TWO support letters for inclusion in the nomination dossier.
- These letters should be objective assessments of the quality of the candidate's research/scholarly contribution and their leadership contributions during his/her time at UBC.
- One of the two referees should be at arms' length and should be internationally recognized in their field.

#### 6. Required Formatting for Nomination and Support Letters

- Nomination and Support letters should have:
  - 10 pt. Arial font or larger
  - Minimum 2 cm margins around the page (top, bottom, sides)

#### **Award Contact**

Postdoctoral Fellows Office  
[Postdoctoral.fellows@ubc.ca](mailto:Postdoctoral.fellows@ubc.ca)

**Deadline for Faculty Submissions to the PDFO:**  
Wednesday, December 13, 2017 at 10:00 AM PST

**All nominators are responsible for meeting internal deadlines set by their  
faculties and/or departments.**