



# COVER SHEET AND CHECKLIST

## KILLAM FELLOWSHIPS APPLICATION PACKAGE

Applicant Name

Title First Middle Last

Home Institution

Field of Study

Major(s) Minor(s)

Secure Application Package with a temporary fastener (paperclip) **DO NOT** use staples.

Applications are fillable. Handwritten applications will not be accepted.

All forms and documents **must be printed on one side of a page** (not double sided), except the transcripts.

**Please submit in the following order:**

- ☐ Killam Fellowships Program Application Form  
Complete all sections of the fillable form. Please ensure the form is signed and dated.
- ☐ Personal Statement  
One (1) single spaced page **maximum**. Use a 12 point font, with 1 inch margins.
- ☐ Curriculum Vitae / Résumé  
Up to three (3) pages **maximum**. Use a 12 point font, with 1 inch margins.
- ☐ Course Selection Form  
Submit for each of your top three (3) choices for which you want to be considered.  
Must be approved and signed by a home university student academic advisor.  
Select undergraduate classes and be informed that some institutions will not allow for specialized program classes.
- ☐ Confidential Reference Forms from **two** referees  
Submit in sealed envelopes with the referee's signature on each seal. **If the applicant is participating in the Direct Exchange Program, the home institution selection committee may, of course, open the sealed envelopes when evaluating the application.**  
The forms are mandatory. However, accompanying letters of reference are optional.  
At least one reference should be a university professor.
- ☐ Official university transcript in a sealed envelope. **If the applicant is participating in the Direct Exchange Program, the home institution selection committee may, of course, open the sealed envelopes when evaluating the application.**
- ☐ Photocopy of your passport (preferred), birth certificate, or other documentation that verifies citizenship.
- ☐ English Language Proficiency Report  
If your first language is not English and if you are not currently studying at an English-language university, you are required to submit a language proficiency report. Please see the English Language Proficiency Report for further details.
- ☐ French Language Proficiency Report  
If your first language is not French and if you are planning to study at a French-language university, you are required to submit a language proficiency report. Please see the French Language Proficiency Report for further details.

**For official use only.**

**To be completed by the home institution of an applicant in the Direct Exchange Program (Partner Institution).**

Name of Killam Campus Representative: \_\_\_\_\_

Title and Department: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Committee decision (please check one):

☐ Nominate

☐ Do not nominate

**APPLICANTS IN THE OPEN COMPETITION SUBMIT APPLICATIONS  
POST-MARKED ON OR BEFORE FEBRUARY 1, 2016**

**APPLICANTS IN THE DIRECT EXCHANGE PROGRAM SUBMIT APPLICATIONS TO  
THE APPROPRIATE OFFICE BY THEIR HOME INSTITUTION'S INTERNAL DEADLINE**

**PARTNER INSTITUTIONS FORWARD SELECTED ORIGINAL HARD COPY APPLICATIONS  
POST-MARKED ON OR BEFORE FEBRUARY 1, 2016**

Mail Applications to: THE KILLAM FELLOWSHIPS PROGRAM, 2015-350 ALBERT STREET, OTTAWA, ON K1R 1A4 CANADA



# THE KILLAM FELLOWSHIPS PROGRAM

## APPLICATION FOR AMERICAN UNDERGRADUATE STUDENTS TO STUDY IN CANADA DURING THE 2016/17 ACADEMIC YEAR

*Preference will be given to students requesting a single semester placement.*

**Placement Preference** ☐ Fall 2016 Semester ☐ Either Semester ☐ Either One Semester or Full Year  
☐ Spring 2017 Semester ☐ Full 2016/17 Academic Year

**Applicant Name**

Title First Middle Last

**Country(ies) of Citizenship** ☐ U.S.A.

**Country of Legal Residence** Place of Birth

**Date of Birth** (mm/dd/year) **Gender** Optional **Ethnicity** Optional

**Home Institution**

**Field of Study** Major(s) Minor(s)

**Current Home Address** **Valid Until** (mm/dd/year)

Street City State Zip Code

Country Home Phone Mobile Phone Email

**Permanent Home Address** Street City State Zip Code

Country Home Phone Mobile Phone Email

**Educational Profile** (Please list most recent first)

<u>Institution (name and location)</u>	<u>Field of Study</u>	<u>Type of Diploma or Degree (i.e., BA)</u>	<u>Date Received/Expected (mm/dd/year)</u>

**Scholarships, Fellowships, Internships, Awards or Special Achievements** (Killam Fellowships may be held in conjunction with other awards and/or opportunities)

<u>Name</u>	<u>Source</u>	<u>Amount</u>	<u>Dates</u>	<u>Location</u>

**Visits abroad since September 2012** (Please include only those visits of one month or more)

<u>Location</u>	<u>Purpose</u>	<u>Dates of Residence</u>	<u>Length of Stay</u>



### Preferred Host Institutions

Students can apply to either the Direct Exchange Program, or the Open Competition. Candidates may be offered an award at any of the Direct Exchange host institutions.

**Direct Exchange Program** (Please rank at least three host institutions in order of preference – 1 is highest.)

_____ Acadia University	_____ Carleton University
_____ Dalhousie University	_____ McGill University
_____ McMaster University	_____ Memorial University of Newfoundland
_____ Mount Allison University	_____ Queen's University
_____ Université de Montréal	_____ Université Laval
_____ University of Alberta	_____ University of Calgary
_____ University of Ottawa	_____ University of Prince Edward Island
_____ University of Toronto	_____ University of Victoria
_____ Western University	_____ York University

**Open Competition** (Please identify three host institutions, not necessarily partner institutions, for the self-placed program.)

**Preferred Host Institution 1)** \_\_\_\_\_ **Institutional Contact** \_\_\_\_\_

**Reason for Selection** \_\_\_\_\_

**Letter of Invitation/Acceptance** ☐ Attached ☐ Expect to receive ☐ Contacted/Application Submitted ☐ No Contact

**Alternate Host Institution 2)** \_\_\_\_\_ **Institutional Contact** \_\_\_\_\_

**Reason for Selection** \_\_\_\_\_

**Letter of Invitation/Acceptance** ☐ Attached ☐ Expect to receive ☐ Contacted/Application Submitted ☐ No Contact

**Alternate Host Institution 3)** \_\_\_\_\_ **Institutional Contact** \_\_\_\_\_

**Reason for Selection** \_\_\_\_\_

**Letter of Invitation/Acceptance** ☐ Attached ☐ Expect to receive ☐ Contacted/Application Submitted ☐ No Contact

**Language of Instruction** (Indicate which language was used to satisfy the formal requirements for your studies at each of the following levels)

**Secondary School** \_\_\_\_\_ **Undergraduate Studies** \_\_\_\_\_

**First Language** \_\_\_\_\_

**Language Proficiency** (None, Poor, Good, Excellent)

	<u>Listening</u>	<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>
English	_____	_____	_____	_____
French	_____	_____	_____	_____
Other: _____	_____	_____	_____	_____
Other: _____	_____	_____	_____	_____

**How did you hear about the Program?**

\_\_\_\_\_

### Statement by Applicant

By my signature I certify that, to the best of my knowledge, the information provided in this application is truthful, accurate, and complete. My signature grants consent to the collection and use of my personal information by the Foundation and its agents in the processing of this application and the subsequent administration of a Killam award.

**Signature of Applicant** \_\_\_\_\_

**Date** \_\_\_\_\_



# COURSE SELECTION FORM

## KILLAM FELLOWSHIPS APPLICATION PACKAGE

### Instructions to the Applicant and the Advisor

The applicant must provide course selections for each of your top three (3) choices for which he/she wants to be considered. The applicant should select undergraduate classes and be aware that some institutions may not provide classes for exchange students in many specialized programs. Selections must be approved and signed by a student academic advisor from the home university.

### Applicant Name

*Title*

*First*

*Middle*

*Last*

### Home Institution

### Host Institution

### Choice Ranking

	Course code at host institution	Title of course	Equivalent course code at home institution	Start and end date of course
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

### Additional Comments

### APPROVAL BY HOME INSTITUTION ACADEMIC STUDENT ADVISOR

Name and title  
(please write in block letters)

Signature

Date



# COURSE SELECTION FORM

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### Applicant Name

*Title* \_\_\_\_\_ *First* \_\_\_\_\_ *Middle* \_\_\_\_\_ *Last* \_\_\_\_\_

### Home Institution

\_\_\_\_\_

### Host Institution

\_\_\_\_\_

### Choice Ranking

\_\_\_\_\_

	Course code at host institution	Title of course	Equivalent course code at home institution	Start and end date of course
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
19.	_____	_____	_____	_____
20.	_____	_____	_____	_____

### Additional Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### APPROVAL BY HOME INSTITUTION ACADEMIC STUDENT ADVISOR

Name and title \_\_\_\_\_

(please write in block letters)

Signature \_\_\_\_\_

Date \_\_\_\_\_



# COURSE SELECTION FORM

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### Instructions to the Applicant and the Advisor

The applicant must provide course selections for each of your top three (3) choices for which he/she wants to be considered. The applicant should select undergraduate classes and be aware that some institutions may not provide classes for exchange students in many specialized programs. Selections must be approved and signed by a student academic advisor from the home university.

### Applicant Name

*Title* \_\_\_\_\_ *First* \_\_\_\_\_ *Middle* \_\_\_\_\_ *Last* \_\_\_\_\_

### Home Institution

\_\_\_\_\_

### Host Institution

\_\_\_\_\_

### Choice Ranking

\_\_\_\_\_

	Course code at host institution	Title of course	Equivalent course code at home institution	Start and end date of course
21.	_____	_____	_____	_____
22.	_____	_____	_____	_____
23.	_____	_____	_____	_____
24.	_____	_____	_____	_____
25.	_____	_____	_____	_____
26.	_____	_____	_____	_____
27.	_____	_____	_____	_____
28.	_____	_____	_____	_____
29.	_____	_____	_____	_____
30.	_____	_____	_____	_____

### Additional Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### APPROVAL BY HOME INSTITUTION ACADEMIC STUDENT ADVISOR

Name and title

(please write in block letters)

Signature

\_\_\_\_\_

Date

\_\_\_\_\_



# CONFIDENTIAL REFERENCE FORM

## KILLAM FELLOWSHIPS APPLICATION PACKAGE

**Applicant Name**

*Title*

*First*

*Middle*

*Last*

### Instructions to the referee

This student is applying for a Killam Fellowship. Your assessment and comments will support this student's application. Please complete this confidential and mandatory reference form and submit it, in a signed and sealed envelope, directly to the student. An accompanying letter of reference is optional. Please note that additional comments or a letter of reference should be written in English.

**Referee Name**

**Title and Institution**

**Relationship to the Applicant**

**How long have you known the Applicant?**

**In what capacity have you known the applicant?**

☐

Professor

☐

Research Advisor

☐

Employer/Job Supervisor

Other:

**Please assess the applicant according to the following criteria in areas that you are able to evaluate.**

*(Please reserve the ranking "Outstanding" for those few students who have distinguished themselves by their unique contribution or exceptional performance.)*

Outstanding

Excellent

Very Good

Average

Below Average

Academic Performance

Intellectual Ability

Resourcefulness and Initiative

Work Habits

Emotional Maturity

Leadership Qualities

Ability to Adapt to New Situations

**Comparison Group** Total Number of Students

Over

Years

**Additional Comments**

**Referee's Signature**

**Date**

**Referee's Contact Information**

*Street*

*City*

*Province/State*

*Postal/Zip Code*

*Country*

*Phone*

*FAX*

*Email*

**Please complete this confidential and mandatory reference form and submit it, in a signed and sealed envelope, for the student to include with their application.**



# CONFIDENTIAL REFERENCE FORM

## KILLAM FELLOWSHIPS APPLICATION PACKAGE

**Applicant Name**

*Title*

*First*

*Middle*

*Last*

### Instructions to the referee

This student is applying for a Killam Fellowship. Your assessment and comments will support this student's application. Please complete this confidential and mandatory reference form and submit it, in a signed and sealed envelope, directly to the student. An accompanying letter of reference is optional. Please note that additional comments or a letter of reference should be written in English.

**Referee Name**

**Title and Institution**

**Relationship to the Applicant**

**How long have you known the Applicant?**

**In what capacity have you known the applicant?** ☐ Professor ☐ Research Advisor ☐ Employer/Job Supervisor Other: \_\_\_\_\_

**Please assess the applicant according to the following criteria in areas that you are able to evaluate.**

*(Please reserve the ranking "Outstanding" for those few students who have distinguished themselves by their unique contribution or exceptional performance.)*

	<u>Outstanding</u>	<u>Excellent</u>	<u>Very Good</u>	<u>Average</u>	<u>Below Average</u>
Academic Performance					
Intellectual Ability					
Resourcefulness and Initiative					
Work Habits					
Emotional Maturity					
Leadership Qualities					
Ability to Adapt to New Situations					

**Comparison Group** Total Number of Students \_\_\_\_\_ Over \_\_\_\_\_ Years

**Additional Comments**

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**Referee's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Referee's Contact Information**

*Street*

*City*

*Province/State*

*Postal/Zip Code*

*Country*

*Phone*

*FAX*

*Email*

Please complete this confidential and mandatory reference form and submit it, in a signed and sealed envelope, for the student to include with their application.





# ENGLISH LANGUAGE PROFICIENCY REPORT

## KILLAM FELLOWSHIPS APPLICATION PACKAGE

### Instructions to the Applicant

An applicant whose first language is not English, and is not currently studying at an English-language institution must complete this form and submit it with their completed application form for a Killam Fellowship. This confidential report is meant to provide an indication of the applicant's present command of English. This form must be completed by a professor of English or a person designated by the home institution to do so. Please note that candidates may also be asked to submit a TOEFL score.

### To be completed by the Applicant

**Applicant Name**

*Title*

*First*

*Middle*

*Last*

**First Language**

### Instructions to the Evaluator

The person whose name is given above is applying for a Killam Fellowship. Should the applicant be selected for an award, and the applicant has chosen to study at an English academic institution, the applicant must be proficient in English. Please complete this confidential report and submit it, in a signed and sealed envelope, directly to the student who will include it with their application.

### To be completed by the Evaluator

**Evaluator Name**

**Title and Institution**

Please indicate in what manner you evaluated the following dimensions of the applicant's proficiency in English.

1. **Spoken English**

2. **Written English**

3. **Listening Skills**

4. **Reading**

#### Spoken English:

- ☐ Speaks fluently and with ease at an advanced level
- ☐ Speaks with ease but with occasional errors
- ☐ Speaks haltingly with frequent errors

#### Reading:

- ☐ Comprehends advanced level material
- ☐ Comprehends intermediate level material
- ☐ Comprehends elementary level material

#### Listening Skills:

- ☐ Understands complex conversation
- ☐ Understands with some hesitation
- ☐ Understands simple vocabulary

#### Written English:

- ☐ Writes fluently and with ease at an advanced level
- ☐ Expresses thoughts comprehensibly with occasional errors
- ☐ Writes at an elementary level with frequent errors

In your opinion, would the applicant be capable of carrying out advanced level academic study and/or research in English?

☐ Yes, with ease

☐ Yes, with some difficulty

☐ No

**Evaluator's Signature**

**Date**

**Contact Information**

*Street*

*City*

*Province/State*

*Postal/Zip Code*

*Country*

*Phone*

*FAX*

*Email*

Please complete this English language proficiency report and submit it, in a signed and sealed envelope, for the student to include with their application.



# FRENCH LANGUAGE PROFICIENCY REPORT

## KILLAM FELLOWSHIPS APPLICATION PACKAGE

### Instructions to the Applicant

An applicant whose first language is not French and plans to attend a French language institution, must complete this form and submit it with their completed application form for a Killam Fellowship. This confidential report is meant to provide an indication of the applicant's present command of French. This form must be completed by a professor of French or a person designated by the home institution to do so. Please note that candidates may also be asked to submit a TOEFL score.

### To be completed by the Applicant

**Applicant Name**

*Title*

*First*

*Middle*

*Last*

**First Language**

### Instructions to the Evaluator

The person whose name is given above is applying for a Killam Fellowship. Should the applicant be selected for an award, and the applicant has chosen to study at a French academic institution, the applicant must be proficient in French. Please complete this confidential report and submit it, in a signed and sealed envelope, directly to the student who will include it with their application.

### To be completed by the Evaluator

**Evaluator Name**

**Title and Institution**

Please indicate in what manner you evaluated the following dimensions of the applicant's proficiency in French.

1. **Spoken French**

2. **Written French**

3. **Listening Skills**

4. **Reading**

#### Spoken French:

- ☐ Speaks fluently and with ease at an advanced level
- ☐ Speaks with ease but with occasional errors
- ☐ Speaks haltingly with frequent errors

#### Reading:

- ☐ Comprehends advanced level material
- ☐ Comprehends intermediate level material
- ☐ Comprehends elementary level material

#### Listening Skills:

- ☐ Understands complex conversation
- ☐ Understands with some hesitation
- ☐ Understands simple vocabulary

#### Written French:

- ☐ Writes fluently and with ease at an advanced level
- ☐ Expresses thoughts comprehensibly with occasional errors
- ☐ Writes at an elementary level with frequent errors

In your opinion, would the applicant be capable of carrying out advanced level academic study and/or research in French?

☐ Yes, with ease

☐ Yes, with some difficulty

☐ No

**Evaluator's Signature**

**Date**

**Contact Information**

*Street*

*City*

*Province/State*

*Postal/Zip Code*

*Country*

*Phone*

*FAX*

*Email*

Please complete this French language proficiency report and submit it, in a signed and sealed envelope, for the student to include with their application.