

IDENTIFICATION OF CANDIDAT

Application number :

\_\_\_\_\_  
Surname of candidate

\_\_\_\_\_  
Given name(s)

\_\_\_\_\_  
PIN

INSTRUCTION TO THE APPLICANT

You must arrange for two letters of reference to be completed. Only the online option is available to the respondents to complete the letters of reference. You must provide your respondents with a copy of your application.

Online transmission:

- you must complete the "Identification of the respondent" section of your electronic form as soon as possible. Once the document is saved, an email will be generated by the system and sent to your respondents, informing them of the procedure to follow to complete the letters. It is strongly recommended that you ensure that you have received this e-mail ;
- since the letter is written in electronic format, you will be able to see the transmission date of this letter directly in "Your file";
- the letters of reference must be completed **before the deadline**.

INSTRUCTIONS TO THE RESPONDENT

Please draft the letter of reference according to the evaluation criteria indicated below. You must draft the letter on the electronic form.

Online transmission:

- once you have received the instructions by email, you may begin writing your letter;
- if you do not already have a personal identification number (PIN), you must obtain one in advance on the Fonds de recherche du Québec - Société et culture Web site. With your PIN and your password, you will be able to access the letter of reference. You will also need the applicant's PIN and application number to complete the letter of reference.
- you must submit the letter of reference no later than the competition deadline.

The contents of this evaluation may be sent to the applicant who so requests, after the results are announced officially.

EVALUATION OF THE APPLICANT'S SCIENTIFIC QUALITY

- Evaluate the applicant's scientific quality according to the following criteria:
  - . the applicant's scientific proficiency and experience in relation to the research topic;
  - . the scientific achievements in relation to those of applicants with a comparable university education profile.
- Position the applicant in comparison with other postdoctoral fellows you supervise.
- Other comments.

EVALUATION OF THE QUALITY OF THE PROJECT AND THE HOST ENVIRONMENT

- Evaluate the research project according to the following criteria:
  - 1) Originality and contribution to the advancement of knowledge;
  - 2) Clarity of the research problem, precision of the theoretical approach and objectives;
  - 3) Relevance of the methodological approach.
- Evaluate the quality and the relevance of the host environment.
- Other comments.

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HOST ENVIRONMENT

FOR INFORMATION ONLY

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**EVALUATION OF THE APPLICANT'S SCIENTIFIC QUALITY AND THE QUALITY OF THE PROJECT AND THE HOST ENVIRONMENT** (continued and end)

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**Identification of the Respondent**

Address :

Surname :

Ms  Mr.

Given name :

**Position and Title :**

Office tel. :

Email :

City :

Province/State :

Country :

Postal code :

**RESPONDENT'S SIGNATURE**

The Fonds is subject to the Act respecting access to documents held by public bodies and the protection of personal information (R.S.Q., c. A-2.1). In keeping with the Act, an applicant may, upon request, access his/her own personal information in his/her file. A respondent who does not want his/her letter of reference to be sent to the applicant must inform the applicant that he/she should select another respondent.

Furthermore, should the letter of reference be sent to the applicant, do you accept that the personal information that appears in the letter and which identifies you be divulged to the applicant?

YES

NO

\_\_\_\_\_  
Signature of respondent