**ELAP Program: CALAREO-CCYK alliance**

**Application checklist**

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| --- | --- |
| Scholarship program name |  |
| **Candidate Information:**   * Full name (as it appears on passport) * Date of Birth * E-mail * Home Address |  |
| Candidate’s citizenship |  |
| Candidate’s home institution (university/college) |  |
| **Candidate’s supervisor (at home university)**   * Full Name * Job Title * Department * Complete mailing Address * e-mail |  |
| Candidate highest completed degree (undergraduate, masters, PhD) |  |
| Candidate current level of study  (undergraduate, masters, PhD) |  |
| **Studies in progress**   * Degree Sought at Home Institution * Field of Study * Discipline |  |
| Expected graduation date (month and year) |  |
| Name of **host faculty member and department** at Carleton University |  |
| Planned research dates (day and month of arrival and departure)  \*Research dates must be coordinated with CALAREO host/supervisor |  |
| Research project title |  |
| Provide a summary of the research project (**maximum 1000 characters**). |  |

**Please provide the following Supporting Documents with this checklist:**

* **Letter of intent** (from 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 relates to their future career)
* Proof of candidate’s **citizenship**
* 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:
  + - * The type of program and the level of study of the candidate at the home institution;
      * The full-time enrolment status at the home institution – the words “full-time” must be used in the letter or it will be rejected; and
      * The anticipated completion date of the degree at the home institution.
* **Letter of support** from candidate’s home institution
* **Copies of transcripts**