



UBC Okanagan Killam Postdoctoral Research Fellowship Timeline

1. **Pre-Application Proposal** – Applicants must complete the [Pre-Application Proposal Form](#) by Wednesday, September 6, 2023 12:00 p.m. (noon).
2. **Pre-Application Review** – Thursday, September 7, 2023: The College of Graduate Studies (CoGS) reviews each pre-application and shares applicant information with Deans, Associate Deans of Research, and support personnel of eligible applicants.

Please note that departments will send only their best applicant to the UBCO internal competition.

3. **Prepare Killam Application** – Friday, September 8 to Friday, October 13, 2023: Applicants work in collaboration with their proposed supervisor to prepare their application in consultation with their Associate Dean Research. The applicant submits their application to the Faculty/Department Awards Committee Chair for review. Please note that each Faculty/Department may set its own deadline for an internal review of applications (please consult with your supervisor). Each Faculty/Department reviews the application for completeness and competitiveness and nominates to CoGS. Applicants invite their referees to provide a letter of reference addressed to the UBC Killam Selection Committee via email at postdoc.ok@ubc.ca.
4. **Applicant CoGS Killam Deadline** – Monday, October 16, 2023 12:00 p.m. (noon): Applicants must submit a complete application to postdoc.ok@ubc.ca. Applicants must combine all documents into one pdf file in the following order: Application Form, research proposal; ancillary material (optional); personal statement; special circumstances, a [Vanier-Banting CCV](#); one letter of support from the proposed supervisor, and official electronic transcripts. (If a PhD transcript is unavailable, please provide a PhD degree confirmation of conferral or a confirmation of enrollment and progress, with the anticipated date of completion).
5. **Referee CoGS Killam Deadline** – Monday, October 16, 2023 12:00 p.m. (noon): Referees must submit letters of references addressed to the UBC Killam Selection Committee via email at postdoc.ok@ubc.ca.
6. **CoGS Killam Committee Selection** – Tuesday, October 17 to Friday, October 27, 2023: CoGS convenes the Standing Review Committee, chaired by the Dean, College of Graduate Studies, to review nominations received and select the 4 UBCO finalists.
7. **Notification of Nominee** – Tuesday, October 31, 2023: For the 4 selected UBCO finalists, the supervisor, Associate Dean Research, and Dean are informed. At this time the relevant Associate Deans of Research and/or UBCO School or Department is required to complete the Nomination Form for each of the 4 finalists.
8. **UBC Okanagan Killam Deadline** – Wednesday, November 8, 2023 9:00 a.m.: Deadline for the relevant Associate Deans of Research and/or UBCO School or Department Head to submit their completed Nomination Form to postdoc.ok@ubc.ca.
9. **UBC Killam Deadline** – Thursday, November 9, 2023 4:00 p.m.: CoGS deadline to forward its nominees' applications to UBC Vancouver's Faculty of Graduate and Postdoctoral Studies (G+PS) for consideration. CoGS notifies applicants and their supervisors who were not recommended to G+PS.