

# MS Canada CV - Instructions

## Format:

- Use 12-point font size, single-spaced, and page margins of at least 0.75 inches.
- Do not embed any figures or graphics in the CV.
- **The CV must not exceed eight (8) pages for researchers and five (5) pages for trainees.**
- **Upload the completed CV as a PDF in ProposalCentral.**

## A. APPLICANT PROFILE

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### I. Personal Information:

<b>Applicant Full Name</b>	
<b>Applicant Role</b> (Principal Investigator, Co-Principal Investigator, Co-Applicant, Collaborator, Trainee, Supervisor, Co-Supervisor)	
<b>Canadian Residency Status</b> (Citizen, Student Visa, Work Permit)	
<b>Country of Citizenship</b>	
<b>Primary Institution</b>	
<b>Position Title</b> (Professor, Associate Professor, Assistant Professor, PhD Candidate, Postdoctoral Fellow)	
<b>Laboratory website</b> (if applicable)	
<b>Area(s) of Expertise</b>	
<b>Research Specialization Keywords</b>	

### II. Education / Training:

Please include any degrees/qualifications that you believe to be relevant to this application (completed and in progress). List entries in reverse chronological order (from most recent to least). Add/delete rows as necessary.

Degree / Qualification	Start and End Date (MM/YYYY – MM/YYYY)	Institution and Supervisor	Area of Study
Example: Doctorate	09/2015-08/2020	University of Manitoba, Dr. J. Reynolds	Neuroscience

### III. Positions / Scientific Appointments:

Please include any positions/scientific appointments that you believe to be relevant to this application. List entries in reverse chronological order (from most recent to least). Add/delete rows as necessary.

**Note:** It is optional for trainees to complete this section.

Position / Scientific Appointment	Institution/ Department	Start and End Date (MM/YYYY – MM/YYYY)
Ex: Associate Professor	University of Manitoba, Neurology and Neurosurgery	5/1990 – 8/2000

### B. PERSONAL STATEMENT

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Briefly describe why you are well suited for your role(s) in this application. Your personal statement may include the following:

- A description of progress/productivity from your research activities that support the current application
- Previous work/training on the research area or related area(s)
- Technical expertise
- Collaborations and/or past performance in the field or related fields of research
- Lived experience(s)
- Leadership activities and skills
- Supervisory and mentorship experience
- Factors influencing career trajectory/path:
  - Career changes and/or delays
  - Leaves of absence, medical leave, parental leave etc. (identify start and end dates for each leave)

**Note:** Do not describe factors that are already included in other sections of the CV.

### C. MOST SIGNIFICANT CONTRIBUTIONS

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Describe up to **five (5) contributions and/or relevant experience(s)** that you consider significant as they relate to the research area and objectives of the application. For each contribution, describe your role and the impact/significance of the work to the MS field.

- A contribution does not have to be a single publication or report. For example, a group of publications on a specific subject could be discussed as one contribution.
- A contribution may include activities that are in progress/development.
- A contribution does not need to be directly related to the research proposed in this application.

This section can include but is not limited to:

- Research publications (including research articles, communications, pre-prints, monographs, memoirs or special papers, review articles, conference/symposia/workshop proceedings, posters, and abstracts).

- For each contribution, you can list up to five (5) publications in order of importance.
- Indicate trainees with an asterisk (\*) after their name and lead author by **bolding** their name in the publication.
- **Note:** Use Section F to add other publications that may be relevant to this application.
- Communication and knowledge translation of research to a technical and/or non-technical audience (including presentations at scientific conferences or workshops, scientific magazine/newspaper articles, media interviews, blogs, social media, or public lectures).
- Community service that leverages expertise, such as membership on scientific or advisory committees, or journal editorships.
- Contributions to advancing equity, diversity, inclusion, and accessibility in the research ecosystem.
- Contributions to policies, guidelines, regulations, or standards.
- Creation, curation, sharing, or re-use of datasets.
- Creation, leadership, facilitation and/or strengthening of partnerships or collaborations in the research community or with other communities, including through research networks, large collaborative projects, or community-engaged research/citizen science.
- Creation of new companies or organizations furthering the production or use of research.
- Intellectual property, including patents, copyrights, trademarks, or trade secrets.
- Development of tools, including software, for use by other researchers or users in the public or private domain.
- Development of products, technology, processes, services, or advice useful to, co-created with or transferred to specific organizations (from the private, public, or not-for-profit sectors), communities, or society.

#### D. RESEARCH FUNDING AND RECOGNITIONS

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Please list your research funding and recognitions (including awards, prizes, honors, scholarships/fellowships, grants) in the table below in reverse chronological order (from most recent to least). Add/delete rows as necessary.

- **Researchers:** Include relevant funding and recognitions received within the **past 5 years**.
- **Trainees:** You may include **all** funding and recognitions received to date.
- Title refers to the name of the funding/ project or recognition received.
- Institution /organization refers to the establishment that provided the funding or recognition.
- A funding or recognition is considered competitive if a formal application and review process was involved.

Title	Institution/ Organization	Applicant Role (Principal Investigator, Co-Principal Investigator, Co-Applicant, Collaborator)	Competitive? (Yes/No)	Start and End Date (MM/YYYY – MM/YYYY)	Funding Amount (if applicable)
Ex: Risk factors for MS (Discovery	MS Canada	Principal Investigator	Yes	04/2015-03/2018	\$300,000 CAD

Research Grant)					

## E. SUPERVISORY AND MENTORSHIP ACTIVITIES

Briefly describe how you have helped to mentor and/or train the future generation of MS researchers. Mentorship can include formal or informal mentorship activities. Please note this section is not required for trainees to complete but may be supplemental to their application.

Contributions to training and mentoring can include but are not limited to:

- Supervision of trainees in the research process.
- Formal or informal mentoring of trainees, colleagues (including Early Career Researchers), collaborators, relevant partners, other professionals, or community members.
- Development and delivery of training workshops outside of research or course requirements.
- Establishment of safe, equitable and inclusive research environments, practices, and norms.
- Outreach to and engagement with students, youth, or members of the general public, including through in-person or online targeted activities or capacity building.

## F. RESEARCH PUBLICATIONS AND PRESENTATIONS

Please list all relevant research publications and presentations (including research articles, communications, pre-prints, monographs, review articles, conference/symposia/workshop proceedings, posters, and abstracts) from the **past 5 years**. List entries in reverse chronological order (from most recent to last). Only include publications that **have been accepted or are in press**. Do not include publications in preparation or submitted (unless available in a recognized scientific public archive).

Include the full author list, publication year, publication title, and journal name. Please bold your name in each publication.

**Ex:** *Kuhlmann T, Moccia M, Coetzee T, Cohen JA, Correale J, Graves J, Marrie RA, Montalban X, Yong VW\*, Thompson AJ, Reich DS, on behalf of the International Advisory Committee on Clinical Trials in Multiple Sclerosis. (2023). Time for a new mechanism-driven framework toward defining multiple sclerosis progression. Lancet Neurol. 22: 77-78.*

### I) RESEARCH PUBLICATIONS:

### II) RESEARCH PRESENTATIONS:

## G. OTHER RELEVANT INFORMATION

You may use this section to provide any additional information to support your role/contribution to the application.