

# FAQ: SGS Graduate Supervision Awards

**Disclosure:** An FAQ is provided below, as well as a student nomination letter template upon request. Please feel free to reach out to [rhse.awards@utoronto.ca](mailto:rhse.awards@utoronto.ca) if you have any additional questions.

## 1. Who should complete and submit the JJ Berry Smith Doctoral Supervision Award nomination to IMS?

**Answer:** IMS graduate students (both MSc and PhD) who wish to nominate a faculty member (supervisor) they feel exemplifies outstanding mentorship and supervision should complete our [ONLINE NOMINATION FORM](#) by **Friday, February 20<sup>th</sup> by 11:59 PM**. If you experience any technical difficulties, please email Caroline at [sf.medscience@utoronto.ca](mailto:sf.medscience@utoronto.ca).

- *Active SGS graduate faculty members being nominated for the JJ Berry Smith Award must have supervised doctoral students for a minimum of 15 years.*

## 2. Who should complete and submit the SGS Mid-Career Supervision Award nomination to IMS?

**Answer:** IMS graduate students (both MSc and PhD) who wish to nominate a faculty member (supervisor) they feel exemplifies outstanding mentorship and supervision should complete our [ONLINE NOMINATION FORM](#) by **Friday, February 20<sup>th</sup> by 11:59 PM**. If you experience any technical difficulties, please email Caroline at [sf.medscience@utoronto.ca](mailto:sf.medscience@utoronto.ca).

- *Active SGS graduate faculty members nominated for the Mid-Career Supervision Award must have supervised doctoral students for a minimum of 7 years and no more than 14 years.*

## 3. Who should complete and submit the SGS Early Career Supervision Award nomination to IMS?

**Answer:** IMS graduate students (both MSc and PhD) who wish to nominate a faculty member (supervisor) they feel exemplifies outstanding mentorship and supervision should complete our [ONLINE NOMINATION FORM](#) by **Friday, February 20<sup>th</sup> by 11:59 PM**. If you experience any technical difficulties, please email Caroline at [sf.medscience@utoronto.ca](mailto:sf.medscience@utoronto.ca).

- *Active SGS graduate faculty members nominated for the Early Career Supervision Award must be tenure-stream or status-only, within the first 6 years of their appointment, and have supervised graduate students at the University of Toronto as a committee member, co-supervisor, or sole advisor.*

## 4. What is the selection criteria for a successful nomination?

**Answer:** Nominations will be evaluated based on the following 6 categories:

- Inspiring and guiding students to achieve excellence in scholarship, fostering a strong sense of academic integrity
- Providing an environment that is supportive with particular attention to mental health and work-life balance;
- Enabling students to learn the essential methodologies, concepts, and cultures of their discipline;
- Introducing students to the wider context of the discipline and relevant scholars
- Promoting student participation in professional development that position them for future careers within and outside academia; and
- Leading a research environment that is dedicated to equity, diversity and inclusion (EDI)

**5. Can students nominate a faculty member who has been nominated in the past, so long as they were not successful? And if so, how many times? If I am nominating the same person next year, do I need a nomination letter?**

**Answer:** Nominations of unsuccessful candidates are eligible to be resubmitted for consideration a second time in the year following their initial nomination. After this, the graduate unit must wait at least two years to resubmit. A new application must be submitted in this case.

**6. What do students need to provide?**

**Answer:** Student nominators need to submit an [ONLINE NOMINATION FORM](#) upon which they will be asked to provide the following:

- Completed excel spreadsheets (Tables A & B attached)
- At least 2 nomination letters of support from current or former student(s)
- The nominated candidate's CV

*\*See all specifications in the original award announcement email.*

**7. Should students let the candidate know they are being nominated?**

**Answer:** You may notify them, but IMS will notify them as well.

**8. Does the candidate have to be the student's supervisor?**

**Answer:** No, they can be their supervisor, co-supervisor or PAC member/advisor, but must have been in a supervisory role. Refer to questions 1, 2, or 3.

**9. When will the successful nominees be notified?**

**Answer:** IMS will receive results from the Office of the Vice Dean, Research & Health Science Education (OVRHSE) late March/early April of 2026. SGS results will be available May 2026.

**10. How specific should I be in my nomination letter about the experiences I've had with the nominee?**

**Answer:** Be as specific as possible! Give explicit examples and write as if you are telling a story. See the nomination letter template for examples (attached). There is no maximum number of pages for the letter.

**11. How can I confirm that the nominee holds an SGS appointment?**

**Answer:** You can check the SGS listings of appointed graduate faculty [HERE](#). For example, if you search "Karen Gordon", the website indicates she is a Professor and a Full Member.