

VISTA Postdoctoral Award Application Guide

Task 1: Confirm eligibility

Confirm that you meet the VISTA Postdoctoral Award **eligibility criteria**.

To be eligible to apply:

- Your application must be supported by a VISTA core member who will supervise you;
- You must hold a doctorate in an area that falls within the VISTA mandate;
- A PhD or equivalent degree must be completed by the start date, and the proposed start date of the position must be less than four years after the receipt of your PhD; Extenuating circumstances, such as short-term employment outside of academic institutions, maternity leave or sick leave should be reported to allow for a longer window of eligibility post-PhD;
- Postdoctoral Fellows who hold an external award (e.g. NSERC) at York, and who have not previously held a VISTA Postdoctoral Award, are eligible to apply for a one year extension from VISTA during the final year of their award;
- Postdoctoral candidates who are employed at York University under the category of 'Postdoctoral Visitor' are only eligible to apply to VISTA during their first 6 months of employment (or until the first available VISTA Postdoctoral Award application deadline, whichever comes first);
- Accept an offer with a start date no earlier than December 1, 2017 and no later than July 1, 2018;
- Conduct research in the vision sciences that is aligned with the VISTA program.

Task 2: Identify and confirm a VISTA Core Member as your supervisor.

Before applying to the VISTA award program, you must first find a VISTA Core Member who would become your supervisor and support your application. A list of VISTA Core Members can be found on the VISTA website.

The research should contribute to VISTA's mandate, which is to support fundamental and applied vision research that combines biological and computational perspectives and has translational potential for health, industry, or other applications.

Task 3: Complete the VISTA Application form.

Complete and sign the VISTA fillable application form for Postdoctoral candidates found on the VISTA website.

Task 4: Provide a copy of your Curriculum Vitae.

Please submit a copy of your most recent CV along with your application.

Task 5: Provide one-page summary of proposed research.

A one-page summary of your proposed research must be included with your application. Please refer to formatting instructions to prepare your documents:

- Page must be 8.5" x 11" inches.
- Insert a minimum margin of 2 cm (3/4 inch) around the page (top, bottom, and sides).
- Font should be Times New Roman, size 12.
- At the top of the page, indicate your name and title of the document.

Task 6: Provide two Letters of Reference.

Two Letters of Reference are required as part of the application. Letters of Reference should be sent directly from Referees to applyvista@yorku.ca.

Task 7: Complete the Postdoctoral Supervisor form.

Please have your proposed Supervisor complete the Postdoctoral Supervisor form and ask them to submit it to applyvista@yorku.ca.

Task 8: Complete the voluntary Self-Identification Survey.

Please complete and submit the Self-Identification Survey along with your application. This Personal information in connection with this survey will be used for educational, administrative and statistical purposes only and will be stored by the VISTA Administration Staff and the York Centre for Human Rights to maintain confidentiality. **The form is completely voluntary and will not be used in the evaluation of the application.**

Task 9: Complete application checklist.

Please complete and review the application checklist to make sure that your application is complete, and submit the checklist along with your application.

Task 10: Submit application by deadline.

Please submit all application documents, including application checklist, application form, letters of reference, CV, summary of research proposal, postdoctoral supervisor form, and self-identification survey by the application deadline (September 6th, 2017) to applyvista@yorku.ca. Thank you.