



How to apply?

Guide for Students & Postdocs

Steps for becoming a research trainee under the INTERdisciplinary Training in BIOMedical TECHnologies (INTBIOTECH) program



✉ create.intbiotech@gmail.com

🌐 www.intbiotech.ca

Steps for becoming an INTBIOTECH trainee



We are thrilled to have you here! Thank you for your curiosity and for considering our program.

In addition to providing outstanding academic and professional training, our main goals are to make INTBIOTECH as accessible and welcoming as possible.

Please let us know if there is anything we can do to help you feel at your best at any point during the application process.

We will be happy to help you out!

In the next few pages, you will find a more detailed description of what the overall recruitment process will look like.

Steps for becoming an INTBIOTECH trainee

Brief Visual Guide



Steps for becoming an INTBIOTECH trainee

Stage 1 | Express your interest

1.1 Find the EOI form on our website or ask the Principal Investigators to share their **Expression of Interest (EOI) Form**.

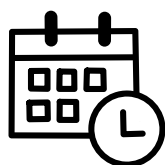
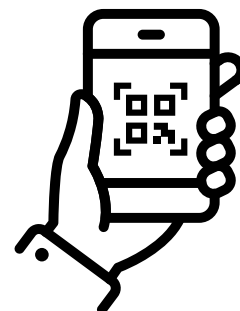
- This will be either a **link** or a **QR code**.

1.2 Complete the EOI Form with your personal information and use it as a means to let us know what your interests are and why you should be the one to go through.

Be concise, clear, and honest. Take the opportunity to reflect who you are... Be Proud of yourself!

1.3 Responses from all the interested candidates will be collected by the INTBIOTECH management team and an initial pool of candidates will be sent to the Principal Investigator.

1.4 The Principal Investigator will create a shortlist of candidates who will be invited to move to the next step.



Deadlines 2022–2023:

Trainees will be recruited in an ongoing basis. The last day for a candidate to submit the EOI form to be considered for the next stages will be:

- ▶ **Fall Term:** **July 30th**
- ▶ **Winter Term:** **October 1st**
- ▶ **Summer Term:** **February 1st**



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Stage 2 | Interview

3.1 Pre-selected candidates will receive an invitation from the Project Coordinator to meet with the Interviewing Committee.

Take this opportunity to express your interests and give us the chance to learn more about you

3.2 The **Interviewing Committee** will be composed of the Principal Investigator and two lab members who represent their group's heterogeneity, whether this may be interdisciplinary, cultural, or disability-related.

All members of the INTBIOTECH program will continuously work in the establishment and execution of Equity, Diversity, Inclusion, and Accessibility (EDIA) practices throughout the selection process.

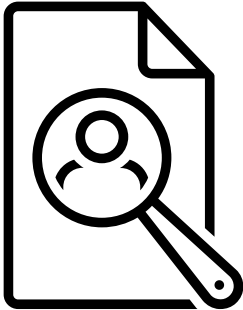
Please let us know if any tools or support would allow you to equitably participate in the Recruitment Process



Contact the Principal Investigator or Program Coordinator to submit your requests



Steps for becoming an INTBIOTECH trainee



Stage 3 | Candidate Selection

The Interviewing Committee will select the candidate who best matches their research interests and needs.

Stage 4 | Notification & Registration

5.1 The selected candidates will be notified by the Principal Investigator via email.

5.2 If the candidate accepts the offer, an official **Registration Form** will be completed and signed along with the Principal Investigator after enrolment.



Stage 5 | Enrolment

The new recruit will enrol directly at the Principal Investigator's university by following their own administrative procedures.

We will Point you in the right direction and support you throughout your studies.

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Important

Under exceptional circumstances, students who are already enrolled may be considered for joining our program. In this case, such trainees will be co-supervised by two INTBIOTECH Principal Investigators.

Stage 6 | Interinstitutional Funding Transfer

Funds to support your studies will be assigned to the Principal Investigator as per the regulations of their corresponding institutions.



Questions?

Please contact the Project Coordinator at:
create.intbiotech@gmail.com