

LA&PS Postdoctoral Fellowship – Guidelines and Application Instructions

Table of Contents

LA&PS Postdoctoral Fellowship Guidelines	1
Program Objectives.....	1
Eligibility.....	2
Deadlines.....	3
Value and Duration	3
Reference Letters	4
Evaluation	5
Application Dossier Instructions and Presentation Requirements	6
Self-Identification.....	10

LA&PS Postdoctoral Fellowship Guidelines

Program Objectives

Faculty of Liberal Arts & Professional Studies (LA&PS) Postdoctoral Fellowships (PDFs) at York University will support promising Canadian or International new scholars in the humanities, social sciences and professional studies. As outlined in the [Senate Policy on Postdoctoral Researchers at York University](#), Fellows are expected to be integral members of the York University research community and make valuable contributions to their research fields.

Topics may be Canadian or international in scope. Applicants must indicate a full-time LA&PS faculty member who will act as supervisor, and projects should be closely aligned with the current research of that person, who will need to provide a letter of support. **Strong proposals will include clear contributions of support from the supervisor**, including but not limited to space in relevant labs, clusters and Organized Research Units, support for direct research costs, and an explicit plan for mentoring and development.

Projects whose primary objective is adapting a doctoral dissertation for publication in a book or manuscript, editing textbooks, translation, or acquiring a foreign language are not eligible for this funding opportunity. The research proposed for the LA&PS Postdoctoral Fellowship application must be significantly different and distinct from, or add significantly to, that of the applicant's doctoral dissertation.

LA&PS PDFs are to be located in any department or school affiliated with LA&PS.

Up to two (2) Fellowships will be awarded in this call for submissions. No more than one (1) Fellowship will be awarded to an applicant who received their PhD from York University.

Eligibility

Applicants

Applications for a LA&PS PDF can only be considered for applicants who fall within the eligibility window. Eligibility is determined based on the date when applicants completed their doctorate.

Completion Date	Eligibility
July 1, 2025 or later	Eligible
In progress (PhD Candidate)	PhD Candidates may only apply if a dissertation defense date prior to the start of the Fellowship (i.e., July 1, 2027) has been confirmed and communicated to the LA&PS Research Office in advance of the Fellowship submission deadline.¹ Awards to PhD Candidates are contingent on the completion of the doctoral degree. PhD Candidates should advise their dissertation supervisor to indicate the anticipated date of defence in their letter of support, if known. If a successful PhD Candidate applicant fails to complete the PhD before the start date of the Fellowship, the Fellowship offer will be rescinded.
July 1, 2024 – June 30, 2025	Extended Eligibility provided to applicants who disclose relevant career interruptions or delays that occurred after the completion of the doctorate (see CV: Special Circumstances).
Prior to July 1, 2024	Not Eligible

LA&PS PDFs are classified as [Postdoctoral Visitors](#). Postdoctoral Visitors are included in the York University Faculty Association (YUFA) Collective Agreement under Article 33. An electronic copy of the YUFA Collective Agreement is accessible through the following website: <https://www.yorku.ca/unit/faculty-relations/>.

International Applicants without a Canadian Work Permit: International applicants who do not have a work permit are still eligible to apply. International applicants will be able to apply for a work permit after receiving

¹ The LA&PS Research Office will require documentation that a Fellow has completed a successful dissertation defense prior to the Fellowship start date. Acceptable forms of documentation include a letter from the supervisor and/or Department Chair confirming the successful date of defense, university transcript, and/or communication from the relevant Faculty of Graduate Studies that the defense and/or all requirements of the degree have been met. This information should be sent, in confidence, to lapsrsc@yorku.ca with the message [Confidential] – Documentation of Dissertation Completion. Electronic documents are acceptable. This can be provided after the application deadline, depending on the scheduled date of defense.

notice from LA&PS that their application was successful. An approved work permit must be secured prior to the start date (i.e., on or before July 1, 2026). For more information on the work permit application process:

<https://www.yorku.ca/gradstudies/postdoctoral-fellows/international/>.

Successful applicants must be eligible to work in Canada. Therefore, international applicants who are PhD Candidates must confirm the date of their anticipated dissertation defence in their application. The dissertation supervisor should also indicate the anticipated date of defence in their letter of support.

Supervisors

Only Full-Time, Tenured or Tenure Track York University Faculty Association (YUFA) Faculty Members **whose home unit is based in LA&PS** are eligible to be Supervisors for LA&PS PDFs.

LA&PS Faculty Members may only act as Supervisor for one (1) LA&PS PDF application per competition.

Co-Supervision arrangements will be considered for up to two (2) LA&PS Co-Supervisors. Only Full-Time, Tenured or Tenure Track York University Faculty Association (YUFA) Faculty Members whose home unit is in LA&PS are eligible to be Co-Supervisors for LA&PS PDFs.

Deadlines

Complete Applications (excluding reference letters) are due by **4:00 PM, Eastern Time, on Monday, November 2, 2026**.

Reference Letters for applications are due earlier, by 4:00 PM, Eastern Time, on Monday, October 26, 2026. See below, "Reference Letters". Applicants must advise letter writers of this deadline.

Please submit your application dossier to lapsrsc@yorku.ca with the subject line: "LA&PS Postdoctoral Fellowship Application." Questions in advance of submission can be addressed to lapsrsc@yorku.ca.

It is the responsibility of applicants to ensure that all parts of the application are completed. **Incomplete applications will not be reviewed.**

Expected date of communicating decisions to applicants: January 2027.

Value and Duration

Fellowships are effective from July 1, 2027, with an annual salary of \$70,000 per year paid monthly.

Appointments will be for one year and cannot be renewed.

The Dean's Office is unable to provide assistance with relocation costs.

In addition, LA&PS Postdoctoral Fellows will receive the following support:

- All benefits, including Health Care Spending Account and vacation, accorded to Postdoctoral Visitors as outlined in the YUFA Collective Agreement.

- Access to support for any External or Internal Funding opportunities for which Postdoctoral Fellows are eligible.
- University Health Insurance Plan (UHIP, if applicable).
- The possibility of teaching up to 1.0 FCE in undergraduate courses, pending availability and confirmation with the Chair / Director of the Supervisor's Home unit. It is **strongly recommended** that potential Supervisors discuss teaching opportunities with their Department Chair / School Director in advance of the proposal submission and acknowledge any confirmed teaching commitments in the Supervisor's Statement of Support (see below).
- While teaching assignments cannot be confirmed at the application stage, written confirmation of discussion about tentative teaching assignments with their unit head should be forwarded by the Supervisor to the Dean's Office under separate cover (i.e., to lapsrsc@yorku.ca) prior to the submission deadline, especially if such assignments are referenced in the application. All tentative teaching assignments remain subject to availability and confirmation by the Supervisor's unit head.
- If available, research space will be provided by the Supervisor's home unit, pending confirmation with the Chair / Director of the Supervisor's Home unit. It is **strongly recommended** that potential Supervisors discuss space expectations with their Department Chair / School Director in advance of the proposal submission and acknowledge any confirmed space allocation in the Supervisor's Statement of Support (see below).
- Supervisors are strongly encouraged wherever possible to offer additional resources to support PDF applicants, e.g., funds from external grants. The sources (e.g., Generic cost centre funds, external grant funds) and amount of such contributions must be clearly documented in the Supervisor's signed Statement of Support and included in the application.

Reference Letters

Applicants should arrange for two (2) letters of reference - one from the PhD dissertation supervisor and one from an external referee. An external referee is defined as a referee who is unaffiliated with the institution where the applicant has completed / is about to complete their PhD and is also unaffiliated with York University. Letters should be provided on institutional letterhead, signed by the letter writer, **and must not exceed 3 pages (including signature)**. If more than 2 letters are provided, the first two based on time of email receipt will be included in the file.

The proposed York LA&PS PDF supervisor **does not write one of these confidential letters of reference**. Instead, the proposed York LA&PS PDF supervisor prepares the "Supervisor Statement of Support" section of the PDF application, which functions as their letter of support. This statement should be provided to the applicant to include in their application (i.e., this is not intended to be a confidential letter). The Supervisor Statement should address the requirements of the Supervisor Statement section in the application template. See **Application Dossier Instructions Template Section 5** for details.

If the applicant wishes for a different letter writer to replace the PhD supervisor, they should contact the LA&PS Research Office (lapsrsc@yorku.ca) prior to the application date with a brief explanation as to why they believe that the dissertation supervisor is unable to provide an impartial review.

In cases where the **dissertation supervisor and proposed LA&PS PDF Supervisor are the same individual**, two (2) letters from external referees as defined above will be required. In these cases, the Supervisor

Statement should address the candidate's doctoral research and outline how the proposed PDF will build on the doctoral work, in addition to the required elements of the statement and within the prescribed page limits for the statement.

All letter writers should be able to speak to the key details of the proposed PDF project. Applicants are advised to share, at a minimum, a CV and draft document of key details about the project with external referees, in order to enable letter writers to comment on how the proposed work will build on the applicant's dissertation work.

The external referee **cannot** be:

- a relative, friend, or anyone else with whom the applicant has a personal relationship;
- in a position to benefit from the funding of the application (e.g., as a co-investigator or co-publisher of research outcomes);
- affiliated with the applicant's current and / or York University; or
- professionally affiliated with the applicant (currently, in the past, or in the immediate future), as a result of but not limited to:
 - being the applicant's supervisor or trainee,
 - collaborating, publishing or sharing funding with the applicant
- affiliated with the proposed supervisor, either personally or professionally.

The Dean's Office will not vet referee letters in advance of adjudication, and complete application dossiers will be reviewed. Referees should be advised to indicate clearly how they know the applicant and what prior interactions they have had (e.g., dissertation external examiner, research assistant supervisor) in their letter. Referee letters will be scrutinized closely by the LA&PS Major Awards Adjudication Committee in accordance with these guidelines and disclosure made by the letter writer.

Submission of signed letters of reference on letterhead: Applicants should instruct referees that letters of reference, with e-signature and on institutional letterhead, are to be **sent, in confidence, by email no later than Monday, October 26, 2026, 4:00 PM Eastern Time** to:

David B. Cuff, PhD, Director, Strategic Research & Partnerships, Office of the Dean, Faculty of Liberal Arts & Professional Studies, York University (dcuff@yorku.ca), and copying the LA&PS Research Office, Faculty of Liberal Arts & Professional Studies, York University (lapsrsc@yorku.ca).

Evaluation

The Adjudication Committee will be guided by the following evaluation criteria when assessing the applications:

Research potential and experience (50%):

- fellowships, scholarships or other awards obtained;
- previous research experience and/or publications; and
- timely completion of doctoral studies, taking into account the nature of the program and any related personal circumstances that may have delayed the applicant's academic career.

Quality of proposed research program (50%):

- originality and potential significance of the proposed program of work;
- feasibility of the proposed program of work;
- appropriateness of the intended place of tenure; and
- **Evidence of clear contributions of support from the supervisor**, including but not limited to space in relevant labs, clusters and Organized Research Units, support for direct research costs, and an explicit plan for mentoring and development.

Application Dossier Instructions and Presentation Requirements

Application dossiers should be submitted electronically by email to lapsrsc@yorku.ca as a single PDF attachment with the filename: **LASTNAME_FIRSTNAME_LAPSPDF_Application**.

Please do not include these guidelines in your application.

Your electronic file attachment must meet the following specifications. **To ensure a fair and equitable review process, applications that deviate from these presentation standards will not be reviewed:**

- PDF format (.pdf extension); unprotected
- Maximum file size of 5 Mb
- PDF format (.pdf extension); unprotected
- 8 ½" x 11" (216 mm x 279 mm)
- Body text in a minimum 12 point Times New Roman font
- Single-spaced, with no more than 6 lines of type per inch
- All page margins set at a minimum of 3/4" (1.87 cm)

Write your proposal in clear, plain language. Avoid discipline-specific jargon, acronyms and highly technical terms when writing your program of work. Your application will be reviewed by members of a multidisciplinary adjudication committee, not all of whom will be familiar with your area of research.

Supervisors and applicants are encouraged to review [York University's DEDI Strategy](#) and ensure that DEDI principles are integrated into the research program and research environment where appropriate.

A complete application will include the following sections:

1. **Title of Research Proposal** (maximum of 50 words).
2. **Project Synopsis** (maximum 400 Words). Provide a summary of your research proposal written in clear, plain language. It should be written in non-technical terms that can be clearly understood by reviewers/readers with various areas of expertise.
3. **Project Description** (maximum 4 pages). Please organize the content of your Project Description, using these headings and in this order:

- **Overall goal and specific objectives.** Outline your plans for achieving your research objectives. Clearly describe your theoretical approach, your methodology and how your proposed research will contribute to the advancement of knowledge.
 - **Relationship of proposed project to the applicant's doctoral dissertation research.** If the two areas of research are closely related, explain how your proposed research will develop or expand on your dissertation. If the areas of research are not related, describe your proposed area of research.
 - **Theoretical and methodological approaches.** Describe, with appropriate reference to relevant literature, the intellectual framework(s) of the proposed PDF project and the expected contribution to the advancement of knowledge. Provide a timeline of research activities and knowledge mobilization activities for the duration of the 12-month Fellowship.
 - **Alignment with proposed supervisor:** Include a statement of how the proposed project is aligned with the expertise and current research program of the LA&PS faculty supervisor.
 - Avoid the use of footnotes and endnotes in the text of the Project Description. Full citations of literature referenced in the application should be included in Section 4: Bibliography and Citations.
 - If your proposal involves Indigenous research, please refer to the definition of [Indigenous research, as defined by the Social Sciences and Humanities Research Council of Canada](#) before preparing your Project Description.
4. **Bibliography and Citations** (maximum 10 pages).
Please provide a **numbered** list of bibliographic details for all citations included in your Project Description (ensure that these are clear and complete, to allow reviewers to locate the sources easily). Any standard citation method may be used. Citations may be listed alphabetically or in the order cited in the proposal, depending on the applicant's preference.
5. **Supervisor Statement of Support** (maximum 1,000 words). The York LA&PS Supervisor should complete this section and provide it to the Applicant for inclusion in the full application dossier (i.e., the Statement is not a confidential letter of reference and is not intended to be submitted under separate cover). The Supervisor's Statement of Support may use York letterhead (optional) but **must be signed by the Supervisor** (electronic signature is acceptable).
- Only Full-Time, Tenured or Tenure Track York University Faculty Association (YUFA) Faculty Members whose home unit is in LA&PS are eligible to be Supervisors for LA&PS PDFs.
- LA&PS Faculty Members may only act as Supervisor for one (1) LA&PS PDF application per round. PDF applicants should confirm this with their proposed Supervisor.
- Co-Supervision** arrangements will be considered for up to two (2) LA&PS Co-Supervisors. In the case of Co-Supervisions, one Statement, **signed by both Co-Supervisors and addressing the roles of each Supervisor**, should be provided. Only Full-Time, Tenured or Tenure Track York University Faculty Association (YUFA) Faculty Members whose home unit is in LA&PS are eligible to be Co-Supervisors for LA&PS PDFs.
- The content of the Supervisor's Statement of Support should be organized according to the following sections:

- **Supervisor's biography** - Describe the supervisor's academic and research background, key contributions/accomplishments and funding to date. This section must be concise and include only information that is relevant to the application.
- **Appropriateness of the supervisor(s)** - Describe the fit between the research interests/background of the supervisor and applicant, and the anticipated mutual benefits. In the description, provide specifics about how the proposed research complements the supervisor's ongoing projects and/or new research directions. Detail the contributions of the supervisor and applicant in the design and development of the proposed research.
- **Research environment** - Provide details concerning the applicant's proposed research environment, clearly stating the supervisor's and department's commitment. Examples of commitment include (but are not limited to) opportunities for collaboration, dissemination, and/or knowledge translation, resources (e.g., funding, facilities, personnel) that will be available to support the applicant as they carry out their proposed research and develop their leadership potential.
- **Decolonization, Equity, Diversity and Inclusion (DEDI) considerations** - In the case of applications in which the proposed research respectfully involves Indigenous, Black or other marginalized communities, describe how relationships are being developed with relevant Indigenous, Black or other marginalized communities to engage their collaboration in the proposed research and to promote reciprocity in terms of the benefits derived from the research process and outcomes, in accordance with the principles of DEDI in research. Describe any support provided to facilitate collaborations between the applicant, the host institution and Indigenous communities and / or partners. The supervisor **must** provide details corroborating relevant information provided in the research proposal.
- **Professional development** - Committee Members will expect to see evidence of clear contributions of support from the supervisor, including but not limited to space in relevant labs, clusters and Organized Research Units, support for direct research costs, and an explicit plan for mentoring and development.
- Describe the Supervisor's commitment to the applicant's professional leadership development, clearly indicating the resources and / or mentoring activities that are available through the institution to support career development. These could include, but are not limited to:
 - career counselling
 - training in preparing grant proposals, publications and presentations
 - training in knowledge translation/mobilization
 - training in intellectual property regulations
 - guidance on ways to improve teaching and mentoring skills
 - guidance on how to effectively collaborate with researchers and knowledge users from diverse backgrounds and disciplinary areas
 - opportunities for collaboration and networking

- training in responsible professional practices

Note on Teaching: While Postdoctoral Fellows may have an opportunity to teach, this is subject to approvals from both the relevant department/program and Faculty Affairs. As postdoctoral visitors, LA&PS PDFs may teach up to 1.0 FCE per year. The teaching opportunity is optional and subject to availability of courses. For this teaching, Fellows would receive the standard salary rate paid to CUPE 3903 Unit 2 contract faculty, on a CUPE Exempt basis. This salary would be in addition to the compensation for the Postdoctoral appointment.

Institutional synergy - Please explain how the proposed project will benefit from/contribute to existing Faculty and institutional strengths and priorities and illustrate the synergy between these priorities and the applicant's proposed research program, with reference to the [York University Academic Plan](#). Clearly explain how the York and applicant will benefit from this engagement.

Please note: The proposed York supervisor **Statement of Support does not replace one of the Reference Letters**. This statement should be provided to the Applicant for the Applicant to include in their application (i.e., not a confidential letter) and address the requirements of the Supervisor Statement section in the application template. For more information on the two Reference Letters, see above, "Reference Letters".

For guidance on cases where the proposed LA&PS PDF supervisor is the same person who was the PhD supervisor, please see Eligibility, above.

6. A **Curriculum Vitae** (maximum 4 pages). The Curriculum Vitae should be presented using the following headings and in this order:
 - a) Personal information, including a brief (200 word) biographical statement, if desired
 - b) Education
 - c) Scholarships, Research Funding and Awards (include Funding Amounts where applicable)
 - d) Employment history – List any relevant academic and/or non-academic work experience. Only include teaching in cases where you had sole responsibility for delivering course content and grading (i.e., as Course Instructor, not as Teaching Assistant).
 - e) Research Contributions – Provide details, as appropriate. In the left margin, identify refereed publications with an "R." A **refereed work** is one that has been assessed:
 - in its entirety—not merely an abstract or extract;
 - before publication; and
 - by appropriately independent, anonymous, qualified experts ("independent" in this context means at arm's length from the author).

Specify your role in co-authored publications. For published contributions, provide complete bibliographic notices as they appear in the original publication (including co-authors, title, publisher, journal, volume, date of publication, page numbers, number of pages, etc.). For publications in

languages other than French or English, provide a translation of the title and the name of the publication. Group your contributions by category in the following order, listing your most recent contributions first:

- Refereed contributions - Examples include books (where applicable, subdivide according to those that are single-authored, co-authored and edited works), monographs, book chapters, articles in scholarly refereed journals and conference proceedings.
 - Other refereed contributions - Examples include papers presented at scholarly meetings or conferences and articles in professional or trade journals.
 - Non-refereed contributions - Examples include book reviews, published reviews of your work, research reports, policy papers and public lectures.
 - Forthcoming contributions - Indicate one of the following statuses: “submitted,” “revised and submitted,” “accepted” or “in press.” Provide the name of the journal or book publisher and the number of pages. Contributions not yet submitted should not be listed.
 - Creative outputs - List your most significant achievements, starting with the most recent. Examples of creative outputs may include exhibitions, performances, publications, presentations, and film, video and audio recordings.
- f) Special Circumstances - **This section is required for applicants whose doctoral degree completion date falls within the extended eligibility window.** The adjudication committee will take into consideration special circumstances that occurred following the completion of the doctorate that may have affected applicants’ research, professional career, record of academic or research achievement, or completion of degrees. Relevant circumstances might include administrative responsibilities, maternity/parental leave, child-rearing, illness, disability, cultural or community responsibilities, socio-economic context, health-related family responsibilities or pandemic. Specify the dates for any delays or interruptions.

Self-Identification

Self-Identification plays a critical role in helping the Faculty meet its commitment to increasing representation from persons in the federally-recognized four designated groups (FDGs) – women, Aboriginal/Indigenous Peoples, persons with a disability, and members of visible minorities.

All applicants for a LA&PS PDF must complete the York Self-ID form for academic positions. Without this form, the application dossier will be considered incomplete. All information is kept confidential to the review process. Self-ID submissions made during the application process will be destroyed following conclusion of the competition. The form can be downloaded here:

- York Self ID form: download [here](#).

Please complete the Self-Identification form and **submit electronically, along with your Application Dossier, to lapsrsc@yorku.ca** using the filename template LASTNAME_FIRSTNAME_LAPSPDF_ID