

**Postdoctoral Fellowship Training Plan**

The Postdoctoral Fellowship Training Plan is a document which specifies the objectives of the fellowship, training content, planning the training content, expected results, supervision conditions, benefits expected for the fellow and other considerations if applicable.

This guidebook is a framework which may be adapted, depending on the context, and it suggests points which may be considered when developing a training plan.

The fellow is invited to develop his/her training plan with his/her supervisor within two weeks following the beginning of his/her postdoctoral fellowship.

The Faculty of Graduate and Postdoctoral Studies recommends updating the training plan as needed.

In the event of any discrepancy between the French and English versions of the document, the French version will always prevail and will always prevail and will always be used to solve doubts of interpretation and application.

## **IDENTIFICATION OF THE PERSONS INVOLVED**

**Fellow Click or press here to enter text**

**Date on which the fellow was awarded his/her doctorate Click or press here to enter text**

**Home university Click or press here to enter text**

**Status in Canada (Select a description)**

**Field of research Click or press here to enter text**

**Supervisor Click or press here to enter text**

**Co-supervisor (if applicable) Click or press here to enter text**

**Faculty, Department where the fellowship is held Click or press here to enter text**

**Affiliated centre (if applicable) Click or press here to enter text**

## **TITLE OF THE FELLOWSHIP PROJECT**

**Click or press here to enter text**

## **AVAILABLE FINANCING FOR THE FELLOWSHIP**

**Click or press here to enter text**

## **SUMMARY DESCRIPTION OF THE FELLOWSHIP PROJECT**

## **Click or press here to enter text If needed, more text may be added at the end**

## **PREREQUISITES REQUIRED FOR RESEARCH (linguistic skills, refresher courses, etc., if applicable)**

**Click or press here to enter text**

## **DATES SCHEDULED FOR THE BEGINNING AND END OF THE FELLOWSHIP**

**Click or press here to enter a date**

1. **TRAINING OBJECTIVES DURING THE FELLOWSHIP**

**Click or press here to enter text**

1. **BENEFITS EXPECTED FOR THE FELLOW (acquisition of new skills or consolidation of expertise)**

**Click or press here to enter text**

1. **CONTRIBUTIONS EXPECTED FROM THE FELLOW TO THE PROJECT, LABORATORY, RESEARCH CENTRE OR FACULTY ACTIVITIES**

**Click or press here to enter text**

1. **SCHEDULED ACTIVITIES**

**Click or press here to enter text**

1. **EXPECTED RESULTS**

**Click or press here to enter text**

1. **ACTIVITIES SCHEDULE**

**Click or press here to enter text**

## **SUPERVISION CONDITIONS**

For example: frequency and type of discussions, individual meetings, assessment of work progress, participation in group research, operation, (lab notebook, meetings, etc.).

**Click or press here to enter text**

## **INTELLECTUAL PROPERTY, CONFIDENTIALITY OR PARTNERSHIP AGREEMENTS**

For example: publication of research results, data use, special provisions for subsidized or contract research, confidentiality, patents, etc.

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## **OTHER CONSIDERATIONS (if applicable)**

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Signature of the postdoctoral fellow Date

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Supervisor’s signature Date

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Co-supervisor’s signature (if applicable) Date

**USEFUL LINKS**

**Personal and professional development**

## [Faculty of Graduate and Postdoctoral Studies](https://www.fesp.ulaval.ca/en/postdoctoral-fellows)

## **Some relevant policies and regulations**

 **The following documents can be found** [**here**](https://www.ulaval.ca/notre-universite/direction-et-gouvernance/bureau-du-secretaire-general/documents-officiels)**. Most of the contents are available only in French.**

Université Laval Postdoctoral Fellowship Welcoming and Supervision Directive (PDF, 192 Ko)

Politique sur la conduite responsable en recherche, en création et en innovation (PDF, 258 Ko)

Policy Governing Conflicts of Interest in Research, Creation and Innovation at Université Laval l (PDF, 402 Ko)
Modalités de gestion de l'éthique de la recherche sur des êtres humains (PDF, 191 Ko)
Recherche impliquant des êtres humains? Le projet doit être étudié et approuvé par le Comité d'éthique préalablement au recrutement (PDF, 4 Mo).
Directives relatives à la gestion des renseignements personnels et du matériel biologique recueillis dans le cadre de projets de recherche impliquant des sujets humains (PDF, 116 Ko)
Politique concernant l’utilisation des animaux en recherche, en enseignement et dans les tests (PDF, 168 Ko)
Politique relative au transfert de connaissances et de technologies (PDF, 270 Ko)

Politique des trois grands organismes subventionnaires canadiens sur le libre accès aux publications (Website – English version)

[Politique sur la santé et la sécurité du travail](https://www.ulaval.ca/fileadmin/Secretaire_general/Politiques/Politique_SST_2011.pdf) (PDF - 113 Ko)

[Politique relative à la prévention, à la promotion et aux pratiques organisationnelles favorisant la santé globale en milieu de travail](https://www.ulaval.ca/fileadmin/Secretaire_general/Politiques/Politique_sante_globale_2011.pdf) (PDF – 106 Ko)

Règlement pour prévenir et contrer le harcèlement à l’Université Laval (PDF – 111 Ko)
Politique pour prévenir et combattre les violences à caractère sexuel à l'Université Laval (PDF - 315 Ko)

Politique encadrant l'usage de cannabis à l'Université Laval (PDF - 172 Ko)

Politique sur la sécurité des séjours à l'fellowational ou dans les régions éloignées du Canada (PDF - 105 Ko)

Règlement Invention - Brevets (avec Règlement sur la propriété intellectuelle à l'Université Laval) (PDF - 405 Ko)

Principes directeurs sur la reconnaissance des auteurs d'une publication (Website)

**Services (Some contents are available only in French)**

[Residence services](https://www.residences.ulaval.ca/en/)

[Daycare centre](https://cpelapetitecite.ulaval.ca/en/)

[Sports services](https://www.peps.ulaval.ca/)

[Parking](https://www.ssp.ulaval.ca/stationnement/permis-de-stationnement-et-tarification/)

[Library](http://www.bibl.ulaval.ca/)

[Copyright office](https://www.bda.ulaval.ca/)

[Fellowational office](https://www.ulaval.ca/en/international)

[Student help centre](https://www.aide.ulaval.ca/apprentissage-et-reussite/2e-et-3e-cycles/)

[Laboratory security](https://www.ssp.ulaval.ca/matieres-dangereuses/lasers-et-sources-optiques-dangereuses/consignes-de-securite-en-laboratoire/)

[Job placement services](https://www.sdp.ulaval.ca/)

[Information technologies department (ITD)](https://www.dti.ulaval.ca/)

[Spiritual and religious life](https://www.bve.ulaval.ca/vie-spirituelle/pratiques-religieuses-et-spirituelles-sur-le-campus/associations-etudiantes-et-activites-du-bve/)

[Cultural and artistic activities](https://www.bve.ulaval.ca/vie-artistique/salle-d-exposition/calendrier-des-expositions/)

[Université Laval medical clinic](https://www.ulaval.ca/plan-du-campus/clinique-medicale-de-luniversite-laval)

[Living in Quebec City and in Quebec](https://www.bve.ulaval.ca/en/)

[Québec Fellowational](https://www.quebecinternational.ca/en)

**Grants and subsidies (Available only in French, except for the Canada websites)**

[Grants and financial assistance Office (BBAF)](https://www.bbaf.ulaval.ca/en/)

[Social Science and Humanities Research Counsel (SSHRC)](https://www.sshrc-crsh.gc.ca/home-accueil-eng.aspx)

[Natural Sciences and Engineering Research Council of Canada (NSERCC)](https://www.nserc-crsng.gc.ca/index_eng.asp)

[Canadian Institutes of Health Research (CIHR)](https://cihr-irsc.gc.ca/e/193.html)

[Fonds de recherche québécois Nature et technologies (FRQNT)](https://frq.gouv.qc.ca/en/)

[Fonds de recherche québécois Société et culture (FRQSC)](https://frq.gouv.qc.ca/en/)

[Fonds de recherche québécois - Santé (FRQS)](https://frq.gouv.qc.ca/en/)

[Institut de recherche Robert-Sauvé Santé et en sécurité du travail (IRSST)](https://www.irsst.qc.ca/en/)

[MITACS](https://www.mitacs.ca/en/programs/accelerate)