

**Application Guidelines for
ACADEMIC AND RESEARCH MICROBIOLOGIST OF THE CANADIAN COLLEGE
OF MICROBIOLOGISTS – ARMCCM
Updated September 2004**

This certification, ARMCCM, is designed to recognize qualified Canadian microbiologists whose occupation is primarily in an Academic and/or Research setting, rather than in the Medical and Public Health or Commercial and Environmental areas. Foreign microbiologists working in Canadian Universities and/or Research establishments may also qualify. This category will recognize qualified Canadian microbiologists in Canadian or Foreign universities and research institutions, whether or not they are working within a microbiology department. Persons with the appropriate years of service and academic qualifications may apply for this category of certification. Each application will be examined on its own merits and must be accompanied by appropriate documentation verifying educational qualifications and experience. Details pertaining to the ARMCCM are found below. Application forms are available from The Registrar, Canadian College of Microbiologists. Visit the CCM web site for addresses of the College and other information. <www.ccm.ca>

To become an ARMCCM, the candidate must have at least a B.Sc. degree (or its equivalent) in microbiology or related biological sciences, have accumulated **150** continuing education credits within the past 5 consecutive years, and have the following years of microbiology experience:

- a) If highest degree is B.Sc.: require 9 years of microbiology experience
- b) If highest degree is M. Sc.: require 8 years of microbiology experience
- c) If highest degree is a doctoral degree: require 6 years of microbiology experience

NOTE: Years of post-graduate training, if microbiology oriented, may be recognized as experience. For those already holding the RM certification, the above years of additional microbiology experience required is reduced by two years.

Applying for the ARMCCM. Each application for admission must be accompanied by appropriate proof of academic qualifications and research experience (see below). In addition, the required 150 continuing education credits attained during the past 5 years must be documented. A fee of \$110.00 made payable to the Canadian College of Microbiologists must accompany the application.

Academic qualifications and research experience

1. **Recommendations from the applicant's department or institution:** A letter of recommendation from the department Head and from the Chair of the department's teaching, research or promotions committee (if such committees exist

in the applicant's workplace) which address the research and teaching criteria listed below must be requested by the applicant to be sent directly to the Registrar.

2. **Letters of Reference:** Letters from at least two external referees describing the applicant's research and/or teaching contributions must be requested by the applicant to be sent directly to the Registrar.
3. **Applicant's Research Statement:** A detailed summary (not exceeding 3 pages) of the applicant's current microbiology research program should outline the objectives of the research, current progress, grant support, and relevance of the project. Publications can be appended to this statement.
4. **Applicant's Teaching Statement:** A teaching dossier should document the quantity of teaching (undergraduate and graduate microbiology teaching) and the quality of this teaching evaluated by participants and peers. Course development and planning, innovation, and utilization of new teaching technologies in microbiology should be addressed if applicable.
5. **Curriculum vitae:** The CV should include the applicant's education and employment history, membership in professional societies, publications, etc.

The applicant must meet (with documentation) any 9 of the following 18 criteria for research and/or teaching.

Research Criteria

1. **Is responsible for an established ongoing research program/project in microbiology.**
2. **Has demonstrated a capability for research and has contributed original findings, new concepts or experimental methods.**
3. **Consistent continuous support from peer-reviewed granting agencies (>3 years).**
4. **Consistent senior (i.e., first) authorship of 1-2 papers per year in leading microbiology journals.**
5. **Consistent record of oral/poster presentations at national meetings (>3 years).**
6. **Has record of invited lectureships and symposium contributions.**
7. **Has supervised more than two graduate or post graduate students, serves on thesis committees, thesis examinations.**
8. **Actively contributes to specialty courses in microbiological research for honours, graduate or postgraduate students.**
9. **Actively interacts with other research scientists.**
10. **Has served as a member of a scientific review committee at a national/international research agency.**
11. **Has served as a reviewer of scientific proposals for national granting agencies; has served as a reviewer for scientific papers of a national/international journal.**
12. **Active member of organizing committee at national/international meetings.**

Teaching Criteria

13. Has effectively undertaken a variety of roles in undergraduate, graduate, postgraduate continuing or public education., e.g., lecturing, tutoring, advanced work with students such as supervision of independent studies in microbiology, e.g., honours, M.Sc., Ph.D., postdoctoral or fellowship students.
14. Consistently rated as very good to excellent by students and peers.
15. Winner of or cited for departmental award for teaching excellence; OR has extended experience to a wide academic audience (beyond the applicant's own institution) including undergraduate, graduate, postgraduate, continuing or public education in microbiology.
16. Has been an active participant in the development of new course/curriculum change in microbiology; OR has been an active contributor to the development of educational resources in microbiology, e.g., A/V tapes, computer programs, or textbooks OR has been a major contributor to a microbiology program noted for its excellence as a learning environment.
17. Has demonstrated an ability to introduce new knowledge, skills and concepts into teaching microbiology programs; OR has been active in funded educational research project featuring microbiology topics.
18. Has served as an effective member of a university, faculty or department committee responsible for a major faculty program, e.g., infectious diseases in a medical school; OR has chaired or organized a major block or course in microbiology at the undergraduate, graduate or postgraduate level, continuing education or public education level, e.g., workshops in microbiological subject areas; OR has served effectively in an executive position in a postgraduate educational program or as a member of a national committee concerned with microbiological education, e.g., accreditation committee.

**CATEGORIES OF ACTIVITIES PROVIDING
CONTINUING EDUCATION CREDITS (CEC)
(5-year accumulation)**

Please see www.ccm.ca Certification page for category listing.