

Visiting Student Researcher Program Application Form

This form must be completed in full and submitted to the Centre for Research Opportunities at least 12 weeks in advance of your desired start date of research placement at the University of Ottawa.

A) Student Section

Contact Information

First Name(s) (as it appears on passport):

Last Name(s) (as it appears on passport):

Date of Birth (YYYY-MM-DD):

Sex:

Are you a Canadian Citizen or a Permanent Resident of Canada?

If no (or you have dual citizenship), what is your citizenship:

Passport Number:

Mailing Address in Canada (if applicable):

Permanent Address in Home Country:

Email (Personal):

Email (University-Affiliated Address):

Telephone Number:

Academic Information:

Name of Home Institution:

Program of Studies:

Degree Title (i.e., Master of International Trade):

Faculty, Department:

City, Country:

Centre d'expérience en recherche – Cabinet du vice-recteur à la recherche
Centre for Research Opportunities – Office of the Vice-President, Research

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✉ cer-cro@uOttawa.ca 🖱 www.uOttawa.ca

B) Research Placement Section

Funding Information:

What is your source of financial funding?:

Personal

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Government Scholarship (enter name of program):

Other (enter name of program or description of funding):

Are you receiving a bursary/honorarium/scholarship/stipend from a University of Ottawa faculty member?

Yes (by whom, enter First Name(s), Last Name(s), Title, Faculty, Department):

Types of Research Opportunities:

VSRs supporting the research of their own project:

- You have a clear research question or project to address. You have a home supervisor who is responsible for ensuring that your research project meets the requirements of your home institution and reviews the progress of your research project. University of Ottawa supervisors provide some level of guidance and support.

VSRs supporting the research of a faculty member:

- If you would like to have a research experience and do not have a specific research project in mind, you can join the research of a University of Ottawa faculty member. You will join either a research lab or will do research tasks as set by your hosting supervisor, on an in-person, remote, or hybrid basis. Supervisors are required to develop a research plan for you and be more involved in the supervision and mentoring as you will be directly supporting your supervisor's research.

Research Project Information:

Location and dates of the research:

In-person Basis (research is performed entirely in Canada)

Start Date (YYYY-MM-DD)

End Date (YYYY-MM-DD)

Remote Basis (research is performed entirely in home country)

Start Date (YYYY-MM-DD)

End Date (YYYY-MM-DD)

Hybrid Basis (research is performed both in-person and remotely)

In-person (timeframe of research to be performed in Canada):

Start Date (YYYY-MM-DD)

End Date (YYYY-MM-DD)

Remote (timeframe of research to be performed in home country):

Start Date (YYYY-MM-DD)

End Date (YYYY-MM-DD)

Title of the research project/thesis/dissertation:

Description of the research placement (objectives and responsibilities), as well as an explanation of how this placement relates to your program of studies:

C) Obligations and Responsibilities Section

Ethics Approval and Safety Training Information:

Any research project involving human participants or human biological material which is conducted within the jurisdiction or under the auspices of the University of Ottawa, whether it is funded or not and regardless of where it is conducted, must receive ethics approval prior to the start of the project. By signing this form, both supervisors and the student agree to ensure that the research project follows the ethics regulations as applicable, to provide appropriate training according the specifics of the research project (i.e., lab safety training, animal care, and WHIMIS training), and that the student will have appropriate supervision while using university facilities and equipment.

For more information on ethics approval, please visit the website of the Office of Research Ethics and Integrity at <https://research.uottawa.ca/ethics/> or contact them via email at ethics@uOttawa.ca

For more information on safety trainings, please visit the website of the Office of Risk Management at <https://orm.uottawa.ca/> or contact them via email at safety@uOttawa.ca

Student Code of Conduct Information:

By signing this form you agree to abide by the following set of rules and regulations:

- You are expected to conduct research upholding academic standards and integrity, while following ethics regulations and research principles.
- You are expected to comply with the research schedule as outlined by your home and host supervisor.
- You are not able to miss a scheduled research day unless for illness reasons.
- You are expected to follow the rules, safety procedures and regulations from your home institution and the University of Ottawa.
- Any issues or disputes around research or academic misconduct will be subject to the University of Ottawa and the home institution's processes following your institutional policies.

In addition, if you will be performing the research in Canada you must abide by the following:

- You are expected to meet your home institution's requirements and policies and adhere to them regarding international mobility. The typical research schedule will be that of a full-time work week in line with the host and home academic universities' policies and requirements.
- You will meet all necessary travel requirements, including financial support, for your intended stay in Canada.
- All international students must be registered in the mandatory University Health Insurance Plan – UHIP.
- You agree to treat the University of Ottawa staff and the home institution's members with professionalism and cooperation in a respectful manner.

D) Signatures Sections

Home Supervisor or International Officer Information:

First Name(s):

Last Name(s):

Email:

Telephone Number:

Faculty, Department:

Signature:

Date (YYYY-MM-DD):

University of Ottawa Supervisor Information:

First Name(s):

Last Name(s):

Email:

Telephone Number:

Faculty, Department:

Signature:

Date (YYYY-MM-DD):

Student Information:

First Name(s):

Last Name(s):

Signature:

Date (YYYY-MM-DD):