Undergraduate Student Research Awards – Natural Sciences and Engineering Research Council

- Information session for students

Office of Undergraduate Research January 20, 2017
Program Overview

Research internships in natural sciences and engineering

- **Objectives:**
  - Stimulate interest in research
  - Encourage to undertake grad studies

- **Award value:** a minimum of $5625 ($4500 from NSERC + a minimum of $1125 from supervisor)

- **Duration:** 16 consecutive weeks, full time

- **Number of awards:** 96 for 2014-15
Application process

Deadline: February 10, 2017
Summer 2017, fall 2017 and winter 2018

- Application are submitted by the student-professor team
- Limit of one application per student at uOttawa
- NSERC On-line system
- Additional documents by email at urop@uottawa.ca
- Highly competitive program: application which does not meet all the requirements will be rejected.
Eligibility

• Canadian citizen or permanent resident of Canada
• be registered in a bachelor's degree program at the time of application (undergraduate professional degree programs in the health sciences are not admissible, e.g., MD, DDS, BScN)
• CGPA of at least 6.0
• must not hold a graduate degree in the natural sciences or engineering
• must not have previously received three USRAs
Eligibility

To hold an award, you must:

- have completed all the course requirements of at least the first year of university study of your bachelor's degree (24 credits)
- have been registered in the term immediately before holding the award in a bachelor's degree program
- not have started a program of graduate studies in the natural sciences or engineering
- be engaged on a full-time basis in research and development activities during the tenure of the award
Professor’s eligibility

• Must hold an active NSERC research grant, either at the time of the application or when the award is held.
  – Professors whose research grants terminated on March 31, 2016: an automatic extension is usually granted from April 1, 2016 to March 31, 2017: eligible to supervise in the summer or fall of 2017 or the winter of 2018.
  – If applied for a research grant: can still apply for USRA but must notify the student.
  – If the research grant is not approved, we will find another supervisor for the student.

• A maximum of 2 applications per session per professor. Exceptions possible by contacting urop@uottawa.ca.
Submission

- Create an account on the NSERC On-line Services
- Use an existing account to start a new application
Institution where the bachelor was or will be obtained
Form 202 part I

• To be completed by the student
• Attach transcript
• Will generate a reference number which has to be given to the professor
  – This is not your NIP!
Welcome Matisse Lafrance

Users of the eSubmission system will no longer be required to periodically change their passwords. However, for their own protection, users are encouraged to change their passwords regularly. Keep your password safe and confidential; do not divulge it to anyone. NSERC will not be held liable for any loss of your data should you neglect to protect your password.

Account Management
- Change Password
- Maintain User Profile

Forms Management
- Forms - Researcher
- Forms - Student
- Forms - Reviewer
- Forms - Partners
- Forms - Department Head
Form 202 part I – cont.

Once you have created your application, the system will assign it a reference number. Once Part I is complete, you must forward this number to your proposed supervisor to enable him or her to complete Part II. If you intend to apply a second time using your Form 202, do not forget to update it.

<table>
<thead>
<tr>
<th>Reference Number</th>
<th>Status</th>
<th>Last Updated</th>
<th>Edit Form</th>
<th>Verify Completeness</th>
<th>Preview/Print</th>
</tr>
</thead>
<tbody>
<tr>
<td>289740</td>
<td>In Progress</td>
<td>2014/01/28</td>
<td>Edit</td>
<td>Verify</td>
<td>Preview</td>
</tr>
</tbody>
</table>

Form 202 - USRA (Part I)

Once you have created your application, the system will assign it a reference number. Once Part I is complete, you must forward this number to your proposed supervisor to enable him or her to complete Part II. If you intend to apply a second time using your Form 202, do not forget to update it.

<table>
<thead>
<tr>
<th>Reference Number</th>
<th>Status</th>
<th>Last Updated</th>
<th>Edit Form</th>
<th>Verify Completeness</th>
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<tbody>
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<td>Completed</td>
<td>2014/01/29</td>
<td>Edit</td>
<td>Verify</td>
<td>Preview</td>
</tr>
</tbody>
</table>
Form 202 part I – Personal Profile

Optional Information (Refer to The access to Information Act and The Privacy Act)

Gender: [ ] Male [ ] Female

Designated group: [ ] Aboriginal [ ] Visible Minority [ ] Disabled

What languages do you:

Read [ ] English [ ] French

Write [ ] English [ ] French

Speak [ ] English [ ] French
Form 202 part I – Awards

- Include only competitive awards
  - Based on academic or research excellence
  - Do not include admission scholarship
  - May include declined awards

Form 202 part I – Transcripts

Select "Instructions" from the common menu bar for details concerning this electronic attachment. For detailed instructions on the attachment process and attachment presentation, consult the Electronic Attachment Instructions.

Your electronic file attachment must meet the following specifications:
- PDF format
- Maximum file size is 3 Mb
- 8 1/2" x 11" (216mm x 279mm)

Do not follow

Must follow
Form 202 part I – Transcripts

- combined into a single file;

- **Studies at uOttawa**: unofficial transcript taken from uOzone in PDF format is accepted.
  - Wait for fall grades to be official.

- **Studies at another institution**: official transcripts are required, in a single document, including the legend found on the back.
PROFESSOR
FORM 202 PART II
Form 202 part II

- Completed by the professor
- NSERC On-line Systems
  - Existing account

**Form 202 Part II - Create a New Application**

- **Proposed work term**: Fall
- **Year**: yyyy

**Will the award be held:**
- at a university?
- in industry or not for profit organization?

If you select "university", the form will be placed in the Researcher's Portfolio. If you select "in industry or not for profit organization," the form will be placed in the Partner's Portfolio.

- **Family name of student**: (30 chars)
- **Reference number**: (Generated for the Student by the system only if Part I was completed on-line)
- **Title of proposed research project**: (100 chars)

**Institution that will administer the award**

**Department**

[Create] [Cancel]
Final Submission – by the prof

Form 202 - USRA (Part II)

1. Select **Verify** to ensure your application is complete (status will appear as Completed).
2. **Submit** your application to your institution for approval (status will appear as Submitted). This action is the equivalent of you signing the application. Refer to [Electronic Submission of Applications](#).
3. Your institution submits your application to NSERC for consideration (status will appear as **Approved**).

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Term</th>
<th>Status</th>
<th>Last Updated</th>
<th>Edit Form</th>
<th>Verify Completeness</th>
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<th>Submit to LC</th>
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<tr>
<td>Lafrance, Matisse</td>
<td>Fall</td>
<td>In Progress</td>
<td>2014/01/29</td>
<td>Edit</td>
<td>[Verify]</td>
<td>Preview</td>
<td>[Submit]</td>
</tr>
</tbody>
</table>
Other documents

**Send by email to urop@uottawa.ca**

- **Resume**
  - include a section on education, awards and research experience.
  - **Maximum length: 2 pages.**

- **Student’s Statement of interest:**
  - student must explain why he or she wants to participate in the proposed research project and the link between this and his or her professional goals. **Maximum length: 250 words.**
Selection process

- NSERC’s criteria
  - academic excellence (CGPA, awards)
  - research aptitudes (resume, awards, statement of interest)
- Additional criteria:
  - Students in 2nd or 3rd year at the time of the application will be given priority.
- Aboriginal students: do not count in the uOttawa awards quota given by NSERC
Holding the award

- 16 consecutive weeks, full-time
  - Max one course with supervisor authorization
  - No vacations

- Between May 1, 2017 and April 30, 2018

- Bi-monthly installments
Useful links


- Program details uOttawa: http://www.research.uottawa.ca/urop/usra-nserc.html

QUESTIONS?
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