

# BROCK UNIVERSITY

## Natural Sciences and Engineering Research Council of Canada (NSERC) Undergraduate Student Research Award (USRA)

### STUDENT GUIDELINES

2013 Competition

**DEADLINE: Friday, February 15, 2013, 4:30 p.m.**

The objective of the NSERC USRA program is to provide research work experience that complements the degree program so students will consider graduate studies and/or a research career. The USRA experience is intended to be over and above the academic requirements for a degree, similar to a co-op placement.

#### ELIGIBILITY

- 1) You must be a Canadian citizen or a permanent resident of Canada.
- 2) You must be registered at the time you apply at an eligible university.
- 3) You must have attained a cumulative average of at least second class (B or B-) as defined by your university. Students at Brock University must have a minimum of average of 70%.
- 4) **To hold the award**, you must have completed course requirements for at least the first year of university study for your bachelor's degree.
- 5) You must have been registered in a bachelor's degree program during the term immediately before holding the award.
- 6) During the tenure of the award, you must be able to work on a **full-time** basis in research and development activities in the natural sciences and engineering for **16 consecutive weeks**.

#### HOW TO APPLY

- 1) Read the NSERC USRA Program Web Page.<sup>1</sup>
- 2) Identify a faculty supervisor. Your supervisor must have a current NSERC research account at the time of application. See the list of eligible supervisors posted on Brock's USRA webpage.<sup>2</sup>
- 3) Discuss your research project with your potential faculty supervisor. Your project must be in the area of the natural science or engineering, not health.
- 4) Register and/or log onto the NSERC on-line system and select Form 202 Part 1 under *For Students and Fellows*. Note that you can create only one of these forms, so if you have applied to this program in the past, please update the form you created previously.
- 5) Complete all the modules on the left side of the screen, except for attaching your official transcript. Official transcript(s) will be required if you are selected.
- 6) Provide a copy of your **Form 202 Part 1** with your reference number to your proposed supervisor.
- 7) Complete **Brock's 2013 USRA application form**. Submit this form with required attachments by the deadline. The form is available on Brock's USRA webpage.<sup>2</sup>
- 8) **Proof of academic record (as off the end of Fall 2013)**. If you are a Brock student, access your "Program Status, UG1" from BrockDB. Save as PDF and include with your application.

If you are NOT a Brock student or if you have attended another post-secondary institution besides Brock, then you must have your most recent transcripts sent directly to the Liaison Officer. Unofficial transcripts are sufficient for the February deadline, but must be followed by official transcript(s). See item 10 for the address for sending the transcripts.

- 9) **Official transcripts**. If you are selected as an awardee or alternate, you must have your official transcripts sent directly to the Liaison Officer. She will scan your transcripts for you to upload to your Form 202.

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<sup>1</sup> [http://www.nserc-crsng.gc.ca/Students-Etudiants/UG-PC/USRA-BRPC\\_eng.asp](http://www.nserc-crsng.gc.ca/Students-Etudiants/UG-PC/USRA-BRPC_eng.asp)

<sup>2</sup> <http://www.brocku.ca/research/grants-and-contracts/studentfunding>

## 10) Address for transcripts:

Josie Reed, PhD  
Office of Research Services  
Brock University  
500 Glenridge Ave  
St Catharines, Ontario L2S 3A1

11) Complete Brock's 2013 USRA application form. Submit it with the required attachments by the deadline.

12) **Letter of Reference.** Ask your potential supervisor or another person who has supervised you to write a letter of reference. This letter should speak to your research aptitude and experience, work ethic, problem-solving skills, communication skills, lab skills, etc. The letter writer should address the letter to the **USRA Selection Committee** and send it directly to the USRA Liaison Officer by email ([jreed@brocku.ca](mailto:jreed@brocku.ca)).

## SELECTION of AWARDEES

The USRA Selection Committee comprises representatives from the Faculties who have researchers who hold NSERC research grants (Applied Health Sciences, Business, Mathematics and Science, Social Sciences).

Current 2<sup>nd</sup>- and 3<sup>rd</sup>-year students have priority for the award. Exceptional 1<sup>st</sup>-year students and 4<sup>th</sup>-year students who will not have completed degree requirements until after Fall 2013 will also be given serious consideration. Although graduating 4<sup>th</sup>-year students are eligible, they will be given a lower priority.

Awardees are selected on the basis of academic record and research aptitude. Research aptitude will be evaluated based on the letter of reference and the applicant's answers to the questions on Brock's application form.

The Selection Committee meets in March to rank the applications. Recommended awardees will be notified by email, and must confirm acceptance within one week of notification. Any declined award will be offered to one of the alternates.

NSERC has given Brock University a quota of 20 awards for the 2013 competition.

**\*NEW! Recommended awardees will be given additional instructions for submitting their applications to NSERC.**

## ADDITIONAL INFORMATION

Please note that you should not receive academic credits for work done during your award term. It is expected that you will not take any courses during work hours. You may take one course only if special arrangements are made with your supervisor to make up the time (under supervision). You are not permitted to do thesis work during the award term.

## Other NSERC USRA opportunities

Students who wish to do research at another university must apply directly to that university. Those interested in an Industrial USRA<sup>3</sup> must apply directly to an eligible Canadian organization.

## CONTACT

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<sup>3</sup> [www.nserc-crsng.gc.ca/Students-Etudiants/UG-PC/USRAI-BRPCI\\_eng.asp](http://www.nserc-crsng.gc.ca/Students-Etudiants/UG-PC/USRAI-BRPCI_eng.asp)