National Sciences and Engineering Research Council (NSERC)

Undergraduate Student Research Awards (USRA)
Schulich, Nov. 9, 2018

Louise Kilianski, Grants Officer
Research Services / Research Western
Agenda

• What are USRAs?
• Eligibility: Students / Supervisors
• Award Allocation and Award Decisions
• How to apply
• Support/Resources
• Additional Information
What are USRAs?

• A 16-week, full-time research award (consecutive weeks)

• USRAs –
  – Provide financial support for a **natural sciences and engineering** (NSE) research placement
    • $4500 from NSERC + supervisor **supplement** (min 25% of NSERC portion = $1125)*
  – Help students gain research experience in an academic setting
  – Stimulate interest in research in NSE
  – Encourage students to undertake graduate studies and pursue a research career in these fields

*Total value of award is for student’s personal use at their discretion.*
Do I qualify?

To apply

By application deadline:

✓ Be a Canadian citizen or permanent resident
✓ Have obtained a (min) cumulative B or B- average over previous years of study*
✓ Be registered in a bachelor’s program at NSERC-eligible university

To hold award

✓ Have completed all course requirements of at least 1st year of university study for your bachelor’s degree
✓ Be registered in at least one of the 2 terms immediately before holding the award (i.e. Fall and/or Winter terms for a Summer award**)
✓ Be engaged on full-time basis in research activity in NSE for tenure of award

*Competitive program; minimum average doesn’t guarantee an award

**In the Faculty of Medicine, USRA awards are only available for the Summer term
Do I qualify? (cont’d)

Aboriginal students:

✓ Individuals who self-identify as Aboriginal, meet the program criteria and are recommended by their university, do not count toward the university’s allotted quota of awards

Other:

✓ An individual -
  ▪ Can’t hold more than 1 USRA in a fiscal year (April 1 to March 31)
  ▪ Can’t hold more than 3 USRAs during their university undergrad career
Who does NOT qualify?

Students who –

– have started a graduate program
– hold higher degrees in NSE
– are enrolled in a professional degree program (ie. MD, DDS, BScN)
– Are/will be enrolled in courses full-time for the term in question*

*You can take a maximum of 1 course concurrent to your USRA. Supervisor and student must make arrangements to make up the time.
Supervisor requirements

Supervisor –

• Must hold active an active NSERC research grant, NSERC Partnership award, Canada Research Chair or Canada Excellence Research Chair, Networks of Centres of Excellence

  – A list of eligible supervisors can be picked up from Stacey Bastien in CSB 2720, or from Joan Estabrooks in MSB 138. This list is not available online.
University award allocations

• Universities are given a yearly allocation of USRA awards by NSERC
  – Expected to be 100-115 for Western for Summer 2019
  – ~ 27-30 for Schulich

• Allotted awards are distributed across Western faculties (based on a formula)
Ranking students

- Universities are responsible to establish their own selection criteria within the broad guidelines that NSERC provides
  - Criteria are determined at faculty level at Western and may be stricter than NSERC’s guidelines
- At Western, faculties rank and select students according to their established criteria
- Rankings are typically based on academic record and aptitude for research
Award decisions

• Faculties will inform applicants of their award decisions after selection process is complete* (notification process can start no earlier than Feb. 4, 2019)
• Awards are non-transferable
• Award payments are made monthly to award holders through Western’s payroll system

*NSERC will also mail successful applicants (students) an award letter after the award has started.
How to apply

• Application is done through NSERC’s Online System
• NSERC online form is completed by both student and supervisor
  – Student – Form 202 (*Part I*)
  – Supervisor – Form 202 (*Part II*)
• If you’ve applied for a USRA previously, use the same form and update the information, transcripts
http://www.nserc-crsng.gc.ca/OnlineServices-ServicesEnLigne/Index_eng.asp
Security, Privacy and Use and Disclosure of Information

Before using NSERC's On-Line System, please read the following documents and register your acceptance below:

- NSERC's Security Statement and details on the retention periods of the data;
- NSERC's statement on the federal Access to Information Act and Privacy Act;
- For applicants and co-applicants: Use and Disclosure of Personal Information Provided to NSERC; and
- For Referees: Instructions to Referees on the Privacy Act, Confidentiality and the Use and Disclosure of Information.

When you login and use this system, it means that you understand and accept that these policies and conditions apply.

Login

You will be automatically logged out of the system if there has not been any activity (e.g., Save, Preview, etc.) for an extended period of time. To avoid having to login again, we recommend that you select Save every 10 to 15 minutes.

Account name (User ID)

Forgot your Account name?

Password

Forgot your Password?

Must be 8-16 characters long, must contain at least one special character (! @ # $ % ^ & * | () { [ ] } < > ?) and no spaces. May contain numbers (0-9), lower and upper case letters (a-z, A-Z). Please note that your password is case sensitive. (10 chars)
Form 202 Part I – Student

– Upon completion of Part I, the system will generate a Reference # that you provide to your supervisor so s/he can go online and complete Form 202 Part II

– NSERC PIN – leave field blank if this is your 1st application to NSERC

– “Official” transcripts are not required for students registered at and intending to complete their USRA at Western. However, they must meet specific requirements.
  
  • Transcript assistance at Schulich: Stacey Bastien or Joan Estabrooks
How to apply (cont’d)

Form 202 Part II - Supervisor

• Links to Part I by logging into the Online System and entering the Reference # the student provides

• Provides a description of the project (must be NSE focused) and a clear description of the student’s role
  – Note: USRA holders cannot do thesis research during the term of the award

• ‘Submits’ in Online System to Research Development & Services
# Form 202 – Student

## FORM 202 - PART I

Application for an Undergraduate Student Research Award

<table>
<thead>
<tr>
<th>Degree</th>
<th>Name of discipline</th>
<th>Institution</th>
<th>Department</th>
<th>Hours if a part-time job is held</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

**Academic Background (Including any post-secondary degree):**

- Degree:
- Name of discipline:
- Institution:
- Department:
- Hours if a part-time job is held:

**Scholarships and Other Awards Received:**

<table>
<thead>
<tr>
<th>Name of award</th>
<th>Location of tenure</th>
<th>Hours if a part-time job is held</th>
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</table>

**Other Information:**

- **Country of Residence:** [ ] Canada [ ] Other
- **Language of instruction:** [ ] English [ ] French
- **发展前景 (Development Options):**
- **Telephone number:**
- **E-mail address:**

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*Western Research*
**Form 202 - Student**

**Reference number**

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**FORM 202 - PART I**

**Application for an Undergraduate Student Research Award**

<table>
<thead>
<tr>
<th>Reference No.</th>
<th>Family name of student</th>
<th>Given name</th>
<th>Initial(s) of all given names</th>
<th>Personal Identification no. (PIN)</th>
</tr>
</thead>
<tbody>
<tr>
<td>337750</td>
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</tbody>
</table>

**System-ID**

295960056

**Date**

2015/11/11
Form 202 - Supervisor

Form 202 Part II - Create a New Application

- Proposed work term: Summer, Year: 2016
- Will the award be held: University, 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
- Reference number
- Title of proposed research project
- Institution that will administer the award
- Department

Create | Cancel
Permitted transcript type for UWO students
NSERC application support

Western deadline

• Form 202, Parts I & II must be completed and submitted online by Friday, January 25, 2019
‘Experience’ Awards (formerly Industrial USRAs)

- For students who wish to gain research experience in an industry setting
- Provide support via the industry host company
- Same criteria as USRA including 16-week consecutive term, during which the student is an employee of the company
- Part of student supplement is provided by the host company
- Companies/organizations must meet NSERC’s eligibility criteria
- Details:
Additional information (cont’d)

Holding a USRA at another university
• You can hold an award at another university
• The other university will handle the application, adjudication and awarding processes; you need to contact them

Travel allowance
• If you plan to apply for and hold a USRA at a university other than the one where you are registered, you may qualify for a travel allowance; details available through the other university

Corrections/changes to a submitted application
• Research Services must release the form back to the supervisor in the Online System. When changes are made, supervisor re-submits

Unable to complete the USRA award term?
• Supervisor/student must notify faculty USRA contact immediately
Questions?