

ISSP/NSERC USRA Guidelines – Deadline: April 1st, 2024

Award Mandate

Undergraduate Student Research Awards (USRA) are intended to:

- ✓ Stimulate student interest in research in the natural sciences and engineering;
- ✓ Encourage students to undertake graduate studies;
- ✓ Encourage students to consider a research career in natural sciences and engineering.

Applications are evaluated based on students' academic record, evidence of research potential and interest in research, and evidence of the quality of research training provided by the supervisor.

NSERC and The University of Winnipeg strongly encourage eligible Indigenous students to apply

Eligibility

To be eligible, a student must:

- ✓ **Be a Canadian citizen or permanent resident;**
 - ✓ **Have a minimum B average (3.0 GPA)**
A 3.0 GPA score is not the determining factor in the selection process, and scores close to the requirement will still qualify, so we encourage you to apply. Please contact Dylan Jones (d.jones@uwinnipeg.ca) or Dr. Melanie Martin (m.martin@uwinnipeg.ca) and they will assist you in including other important information to your application;
 - ✓ **Have completed a minimum of 30 credit hours** at the time of application;
 - ✓ **Be registered part-time or full-time** in 2023-24 academic year and attend school in at least 1 of the 2 terms immediately before holding the award in a bachelor's degree program at an eligible university;
 - ✓ **Be a participant in the ISSP.**
 - ✓ **Identify a primary supervisor to guide their research project.** The supervisor must hold NSERC funding. See "Supervisor Eligibility" below for more details.
 - ✓ **Receive research training for 14 - 16 weeks**, from May to August which is the combined length of the ISSP and USRA programs. Students and their supervisors are to devise a plan that is suitable for the research project;
 - ✓ **Submit a transcript.** Transcripts printed from WebAdvisor are preferred. An official transcript will be required for successful applicants; As per NSERC regulations, **a student may hold no more than three NSERC USRAs throughout their academic career.** To ensure opportunities for as many excellent students as possible, at the University of Winnipeg, all else equal, preference may be given to students applying for their first or second USRA.
- Applications from students registered at other universities will be accepted but, all else being equal, **preference will be given to current University of Winnipeg students.**

Supervisor Eligibility

- **The faculty supervisor must hold an NSERC research grant** (PI or Co-applicant) as of May 1, 2024.
- **ECR supervisors who** do not currently hold NSERC funding but **have their first NSERC application pending**, can supervise a USRA student provided they have the funding to support the student.
- **For supervisors who are in the final year of their grant**, if sufficient funds to support a USRA are remaining to be transferred to an automatic extension year, no alternate supervisor is required.
- **For all other supervisors who** do not currently hold NSERC funding but **have an application pending, a letter from an alternate supervisor who holds NSERC funding is required**. The letter should state that the alternate supervisor is willing to supervise and fund the student if the applying supervisor's proposal is not funded. **An alternate supervisor is required if the supervisor will have insufficient funds to support a USRA.**

Salary and Training

- A \$6000 award payment is provided by NSERC, and a minimum 25% of the NSERC portion (\$1500) must be provided by the faculty supervisor. As the USRAs are prestigious awards, we strongly encourage funding well above this amount. For 2024, the institution mandates **a recommendation of approximately \$9000**. The student may receive a larger amount if the student receives another award that requires the total award amount provided by NSERC and the faculty supervisor to be higher than the UW mandated amount. Faculty members can apply for internal funding to help supplement the USRA salaries.
- Students who receive the NSERC USRA are encouraged to present their research at institutional workshops, poster competitions, and conferences. They are also encouraged to attend and present at the USRA luncheon during the summer.

How to Apply

- Application processes can begin once matched with a supervisor. Students should register and login via NSERC's online system. Students and supervisors must follow the instructions on the NSERC website to complete Form 202 Part I (i.e., student) and Part II (supervisor). An electronic copy of both parts of Form 202, and an unofficial transcript, should be **compiled into one, single PDF file and then emailed** to Dylan Jones d.jones@uwinnipeg.ca before 5:00PM on April 1st, 2024.

Application Checklist (Students and Supervisors – Please combine all parts of the application into a single PDF file):

1. Part 1 of Form 202 (Student)
2. Part 2 of Form 202 (Supervisor)
3. Unofficial transcript (WebAdvisor grade statement is preferred)

Free Options to Combine files into a single pdf:

- Adobe Scan app: Free in both iOS App Store and the Play Store on Androids.
- Mac: Use the built-in preview app to export jpeg images to PDF format. From there you can just import other PDFs into the first exported one

- Wikihow: How to Convert JPG to PDF - <https://www.wikihow.com/Convert-JPG-to-PDF> • Wikihow: How to Merge PDF Files - <https://www.wikihow.com/Merge-PDF-Files>

Please Note:

- ✓ NSERC reviews the university USRA submissions during June and July, well after the student has begun the summer research project.
- ✓ The Research Office will do their utmost to ensure that only students meeting NSERC's eligibility requirements are put forward.
- ✓ In the rare case where NSERC deems a student to be ineligible to participate in the NSERC USRA program, the Research Office and faculty supervisor will work together resolve the issue.