

The Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award – 2017 Application Guidelines

To recognize excellence in research and academic achievement for a full-time BA student in the Faculty of Arts.

Application Deadlines and Selection Process Timeline:	
	Application forms and guidelines made available to the students in the Faculty of Arts.
September 27, 2017	Application deadline to the Associate Dean of Arts (Students & Undergraduate Studies), JOR-100.
	The Faculty of Arts will review the forms for completeness and eligibility.
	The Faculty of Arts convenes a selection committee to review applications and choose an award recipient.
	Official announcement - recipients and non-successful applicants and nominees are contacted.
Fall 2017	Award Presentation date, time and location.

Value: \$1,000

Eligibility

To be eligible for this award the Undergraduate student must:

- have successfully completed a minimum of 10 semester courses towards any BA degree in the Faculty of Arts;
- be enrolled in good standing and have a minimum CGPA of 2.50;
- have demonstrated minimum of 50 hours of Faculty of Arts based research experience from either a research practicum course, a research volunteership, or a research assistantship;
- self-nominate or be nominated by a research supervisor;
- write (if nominated, the nominator must write), in confidence, to the Associate Dean of Arts (Students & Undergraduate Studies), explaining how they meet the Award criteria

Note: In accordance with the award criteria, **in 2017, preference will be given to student in a Humanities program.**

Application Information

Complete all forms in full (including all required signatures). **Incomplete forms will not be considered.**

A completed application must include:

- an application form;
- a cover letter of one to two pages outlining how they fulfill the award criteria and describing their contributions to the research and how it engaged them;
- resume, identifying both academic and research achievements and experiences;
- one 1-page letter of support (from a research supervisor or the undergraduate program director);
- signed Photography / Film Consent form.

Weighting of Criteria

Quality of research engagement	50%
Cover letter and resume	30%
Letter of Support	<u>20%</u>
Total	100%

Administration

Applications are submitted to **the Associate Dean of Arts, Students & Undergraduate Studies (JOR-100)**. Eligible candidates are presented for consideration to a Selection Committee for a final recipient decision.

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To recognize excellence in research and academic achievement for a full-time BA student in the Faculty of Arts.

September 27, 2017 is the application submission deadline to the **Associate Dean of Arts, Students & Undergraduate Studies (JOR-100)**. See the Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award for complete details. Refer to <http://www.ryerson.ca/currentstudents/awards/facultywide/>

Applicant Eligibility

To be eligible for this award the Undergraduate student must:

- have successfully completed a minimum of 10 semester courses towards any BA degree in the Faculty of Arts;
- be enrolled in good standing and have a minimum CGPA of 2.50;
- have demonstrated minimum of 50 hours of Faculty of Arts based research experience from either a research practicum course, a research volunteership, or a research assistantship;
- self-nominate or be nominated by a research supervisor;
- write (if nominated, the nominator must write), in confidence, to the Associate Dean of Arts (Students & Undergraduate Studies), explaining how they meet the Award criteria.

Applicant Instructions

Complete all forms in full (including all required signatures); single sided pages only. **Incomplete forms will not be considered.**

A completed application must include:

- an application form;
- a cover letter of one to two pages outlining how they fulfill the award criteria and describing their contributions to the research and how it engaged them;
- resume, identifying both academic and research achievements and experiences;
- one 1-page letter of support (from a research supervisor or the undergraduate program director);
- signed Photography / Film Consent form.

Student Details (print or type)

Name of Student: _____ Student number: _____

Name as it should appear on award certificate: _____

Student's current address: _____

Postal code: _____ Student's Program: _____

Residence phone: _____ Cell phone: _____ Ryerson e-mail: _____

Student Consent

Is the above information correct? yes no

The following are provided: the resume, cover letter, and letter of support. yes no

Signature of Student: _____ Date: _____

Photography/Film Consent Details

Read, sign and return the attached consent form with the rest of the application package.

The Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award – 2017 Nomination Form

September 27, 2017 is the application submission deadline to the **Associate Dean of Arts, Students & Undergraduate Studies (JOR-100)**. See the Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award for complete details. Refer to <http://www.ryerson.ca/currentstudents/awards/facultywide/>

Nominee Eligibility

To be eligible for this award the Undergraduate student must:

- have successfully completed a minimum of 10 semester courses towards any BA degree in the Faculty of Arts;
- be enrolled in good standing and have a minimum CGPA of 2.50;
- have demonstrated minimum of 50 hours of Faculty of Arts based research experience from either a research practicum course, a research volunteership, or a research assistantship;
- self-nominate or be nominated by a research supervisor;
- Write (if nominated, the nominator must write), in confidence, to the Associate Dean of Arts (Students & Undergraduate Studies), explaining how they meet the Award criteria.

Nominator Instructions

Only research supervisors or the undergraduate program director are eligible to nominate a student. (Students can also apply for this award.) Complete the nomination form in full (including all required signatures); single sided pages only. **Incomplete forms will not be considered.**

A completed nomination must include:

- the consent of the student (by having the student sign this form below);
- the student's cover letter of one to two pages outlining how they fulfill the award criteria and describing their contributions to the research and how it engaged them;
- the student's resume, identifying both academic and research achievements and experiences;
- one 1-page letter of support (from a research supervisor or the undergraduate program director);
- signed Photography / Film Consent form.

Student Details (print or type)

Name of Student: _____ Student Number: _____

Name as it should appear on award certificate: _____

Student's current address: _____ Postal code: _____

Residence phone: _____ Cell phone: _____ Ryerson e-mail: _____

Student's Program Department: _____

Student Consent

Is the above information correct? yes no

I consent to this nomination. yes no

The following are provided: the resume, cover letter, and letter of support. yes no

Signature of Student: _____ Date: _____

The Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award – 2017 Nomination Form

Nominator Details (print or type)

Name of Nominator: _____

Ryerson mailing address: _____

Ryerson Phone: _____ Fax: _____ Ryerson E-mail: _____

Position/Title: _____ School/Academic Department: _____

Student's Program Department Acknowledgement

(this confirms that the student's Chair/Director knows that the nomination is being forwarded)

Name of Chair/Director: _____ School/Academic Department: _____

Ryerson Phone: _____ Fax: _____ Ryerson E-mail: _____

Signature of Chair/Director: _____ Date: _____

Photography/Film Consent Details

The student must read, sign and return the attached consent form with the rest of the nomination package.

Remarks for Award Presentation Citation

On a separate piece of paper or below indicate why you believe the student should receive this award. Describe what impresses you about this student and where possible, specify notable academic achievements and research interests. Limit your citation to 100 words or less; type or print clearly.

The Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award – Letter of Support

To recognize excellence in research and academic achievement for a full-time BA student in the Faculty of Arts.

Student Name: _____ Student Number: _____

Nominator's Details (print or type)

Name of Supporter: _____ Affiliation to student: _____

Ryerson mailing address: _____

Ryerson Phone: _____ Fax: _____ Ryerson e-mail: _____

Position/Title: _____ School/Academic Department: _____

Date: _____ Signature: _____

Letter of Support from a Faculty Member

Obtain a letter of support from a faculty member and submit with the application form.

Submit with application or nomination form.

The Irene Gammel & Jean-Paul Boudreau Undergraduate Research Award - 2017 Photo Consent Form

RYERSON UNIVERSITY PHOTOGRAPHY / FILM CONSENT FORM

I do not consent OR

I, the undersigned subject, hereby authorize Ryerson University, its employees, agents, associates, assistants or subcontractors to photograph/film me. I grant Ryerson University the right to use, publish and display or permit the use, publication and display of audio-visual or digital recordings, negatives, slides, prints or other electronic images of me (collectively, “**my Photographs**”) at their sole discretion in any publication, multimedia production, display, advertisement or Internet publication worldwide in connection with activities relating to the educational, administrative or statistical purposes of Ryerson University, such as promoting, publicizing or explaining the University or its activities, for research, trade or fundraising related purposes or for other consistent purposes. I agree that Ryerson University may use my name, likeness or biographical information, as I may supply.

I agree that all of my Photographs shall constitute the property of Ryerson University and I hereby waive any right to inspect or approve the use of my photograph and my name or of any written copy. I release and forever discharge Ryerson University, its Board of Governors, agents, officers and employees from any and all claims and demands arising out of or in connection with the use of my Photographs. I waive any and all copyrights, intellectual property rights, privacy rights, moral rights and any other rights that I have in my Photographs. I acknowledge that I am not entitled to and shall not seek any compensation fees or royalties of any kind, arising in any way from my consent to the taking of my Photographs, irrespective of whether my Photographs are used or not, and that nothing contained herein shall entitle me to have any of my Photographs.

I have read this Consent Form before signing below, and I fully understand its contents, meaning and impact and that it is binding on me and my heirs, executors, administrators and assigns.

Pursuant to Ontario’s *Freedom of Information and Protection of Privacy Act*, I consent to the collection of my personal information in the form of my Photographs and my name by Ryerson University, its employees, agents and representatives to be used for the purposes and disclosed to third parties as described above.

Signature of Subject: _____

Print name: _____ Date: _____

Ryerson e-mail: _____ Phone number: _____

Signature of Witness: _____

Print name: _____ Date: _____

Privacy Notice:

Personal information in the form of my Photographs and my name are collected by Ryerson University under the authority of Ontario’s *Freedom of Information and Protection of Privacy Act* and the *Ryerson University Act, 1977*. If I have any questions about the collection of personal information by Ryerson University, I can contact the Ryerson University Information and Privacy Co-ordinator, 350 Victoria St., Toronto, ON M5B 2K3, tel. 416-979-5000 ext. 4676.