



**Office of the
Vice-President,
Research & Innovation**

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Undergraduate Research Opportunities (URO): Supervisor Form

The URO program offers students a meaningful opportunity to participate directly in Scholarly, Research and Creative (SRC) activities and to benefit from working directly with a faculty mentor.

In most cases, applications will be adjudicated in the supervisor's Faculty, allocated on a competitive basis, and premised on the recognition of student success and potential as a future researcher.

Please ensure that you have read the URO guidelines before submitting an application.

The student and their proposed supervisor must complete and submit this form by March 31, 2021.

First Name

Last Name

Email Address

Department

Research Project Title

Research Project Summary Description

Maximum 1 page (approximately 500 words).

Proposed RA Position Duties

Maximum 1 page (approximately 500 words).

A large empty rectangular box with a black border, intended for writing the proposed RA position duties.

Research Experience Offered

Maximum 1 page (approximately 500 words). Include specific research skills being developed, opportunities for mentorship, and examples of enhanced academic/career opportunities (e.g., preparation for graduate school, conference presentations, liaison with community or industry, etc.).

Out-of-Faculty Rationale

If the student is applying to work with a supervisor who does not reside in the student's home Faculty, the supervisor should provide the rationale below (approximately 300 words).

Please confirm that the program guidelines have been reviewed with the student and will be followed:

Yes, we have reviewed and will follow the program guidelines.

URO Guidelines, 2021 Competition

Please note that the following program guidelines must be strictly adhered to:

- The URO is a student award for SRC assistance on a new or existing faculty-member-driven project. Work that is not part of a faculty member's SRC project is not eligible for funding.
- Given the competitive nature of the program and limited number of awards available, preference will be given to applications within the student's home Faculty. Students wishing to apply to work with a supervisor who does not reside in the student's home Faculty must have the proposed supervisor bring this request to the relevant Faculty's Associate Dean, Research.
- The student may apply for only one URO opportunity per competition.
- Normally, only current full-time undergraduate students are eligible to apply; part-time students will be considered with a rationale/justification.
- The student must have a cumulative GPA of 3.0 or greater.
- The award cannot be held concurrently with another paid student position.
- The student cannot work more than 35 hours in any week.
- The program supports student employment for 14 weeks (490 hours total), from May to August 2021.
- The supervisor is responsible for ensuring that the student is completing the assigned work within the time frame noted above (no more than 35 hours per week for 14 weeks).
- Any overspending will be covered by the supervisor.
- The student rate is outlined in the "value of award" section below.
- Financial reporting to the OVPRI is not required, but unused funds must be returned to the OVPRI by no later than Thursday, September 30, 2021.
- Supervisor and student must sign the Mutual Expectations Checklist.
- The URO student agrees to participate in the URO Workshop and URO Showcase event (details for both to follow).

Value of Award

Base hourly rate: \$18.85 + 4%

Vacation pay: \$0.75 + 8.75%

Benefits: \$1.72

Total hourly rate: \$21.32

Total showcase materials support: \$25.00

Hours/week: 35

Weeks supported: 14

Total value per award: \$10,471.80

***any overspending will be covered by the supervisor**