National Sciences and Engineering Research Council (NSERC)

Undergraduate Student Research Awards (USRA)
November, 2021

Western Research
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
    • $6000 from NSERC + supervisor supplement (min 25% of NSERC portion)*
  – 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*
Do I qualify? (cont’d)

**Indigenous students:**

☑ Individuals who self-identify as Indigenous, 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 a faculty position that makes them eligible to supervise students

*As of Summer 2020, supervisors no longer need to hold NSERC funding to qualify.
University award allocations

• Universities are given a yearly allocation of USRAs by NSERC
  – Expected to be ~100 for Western for Summer 2022
• 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
  – aptitude for research, and
  – expected quality of the training to be received
Award decisions

• Faculties will inform applicants of their award decisions after selection process is complete*
• Awards are non-transferable
• Award payments are made monthly to award holders through Western’s payroll system

*NSERC will also email successful applicants (students) an award letter after the award has started.
How to apply/re-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, transcript (don’t start a new form)
Natural Sciences and Engineering Research Council of Canada
www.nserc-crsng.gc.ca

On-line Services
Our on-line services are designed to give you easier access to NSERC's on-line systems.

Update on NSERC's Research Portal
As of spring 2013, researchers and institutional administrators will use the Research Portal and the Canadian Common CV to apply to some NSERC programs and to replace on-line applications. For more information, please consult the Resource Centre.

Accessibility Notice
If you cannot access the following content, please contact the On-line Services Helpdesk by email at helpdesk@nserc-crsng.gc.ca or by telephone at 613-996-4270. Indicate the e-mail address and telephone number where you can be reached.

PILOT SITE NOTICE
Our Pilot Site is no longer available. The On-line System may be used for training purposes however, test applications must not be submitted to NSERC.

For Authorized Institutional Representatives: Before you register to access the On-line System or the Financial Data Submission and Recodification (FDSR) System, ensure that you have completed, signed and emailed the pertinent registration form to NSERC and read the Instructions and the Frequently Asked Questions provided. You will find the forms, instructions and frequently asked questions, for one or the other system, on the On-line System Overview and FDSR Overview pages.

On-line System Users
Select On-line Systems Login to create or access an application.

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)
How to apply (cont’d)

Form 202 Part I – Student

– Upon completion of Part I, the system generates a Reference # that you provide to your supervisor so they can complete Form 202 Part II

– NSERC PIN – leave field blank if this is your 1st application to NSERC (the system will assign you a PIN)

– “Official” transcripts not required for students registered at & intending to complete their USRA at Western. However, they must meet specific requirements. Western’s “Academic Record” is acceptable
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)
  – a clear description of the student’s role, and
  – the expected quality of the training to be received

• ‘Submits’ in Online System to Western Research

*Note: USRA holders cannot do thesis research during the term of the award
**Form 202 – Student**

<table>
<thead>
<tr>
<th>Reference No.</th>
<th>433415</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family name of student</td>
<td>Kiliwski</td>
</tr>
<tr>
<td>Given name</td>
<td>Louise</td>
</tr>
<tr>
<td>Initial(s) of all given names (if any)</td>
<td>E</td>
</tr>
<tr>
<td>Personal Identification no. (if any)</td>
<td>Valid 485208</td>
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**ACADEMIC BACKGROUND (including ongoing postsecondary degree)**

<table>
<thead>
<tr>
<th>Degree</th>
<th>Name of discipline</th>
<th>Institution</th>
<th>Department</th>
<th>Year and month of expected degree completion</th>
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</thead>
<tbody>
<tr>
<td>Bachelor's</td>
<td>Biology</td>
<td>Western Ontario</td>
<td>Biology</td>
<td>2022-04</td>
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</tbody>
</table>

**SCHOLARSHIPS AND OTHER AWARDS RECEIVED (start with most recent and include NSERC awards)**

<table>
<thead>
<tr>
<th>Name of award</th>
<th>Location of tenure</th>
<th>Period held</th>
</tr>
</thead>
<tbody>
<tr>
<td>Best Dressed</td>
<td>Western Ontario</td>
<td>2018/01 - 2018/01</td>
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**OTHER INFORMATION**

<table>
<thead>
<tr>
<th>Citizenship</th>
<th>☑ Canadian citizen</th>
<th>☐ Permanent resident (£) (Indicate date of landing as stated on official immigration document)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language of correspondence</td>
<td>☑ English</td>
<td>☐ French</td>
</tr>
<tr>
<td>Consent to sharing information for joint-funding opportunity</td>
<td>☐ Yes</td>
<td>☑ No</td>
</tr>
</tbody>
</table>

**Current address**

- 1395 Western Road
- SS 5130
- London ON N6G 1G9
- CANADA

**Telephone number at current address**

- 519-661-2111

**Telephone number at permanent mailing address**

- 519-555-5555

**E-mail address**

- louise.kiliwski@uwo.ca
Form 202 - Student

Reference number

FORM 202 - PART I
Application for an Undergraduate Student Research Award (USRA) or Experience Award

Reference No.
433415

System-ID
381102381

Date
2019/11/13
Form 202 Part II - Project Profile

<table>
<thead>
<tr>
<th>Program</th>
<th>Undergraduate Student Research Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student name</td>
<td>Kilianski, Louise</td>
</tr>
<tr>
<td>Student Reference Number</td>
<td>433415</td>
</tr>
<tr>
<td>Proposed work term</td>
<td>Summer</td>
</tr>
<tr>
<td>Year</td>
<td>2020</td>
</tr>
<tr>
<td>Project title</td>
<td></td>
</tr>
<tr>
<td>Research subject code</td>
<td>ANIMAL BIOLOGY</td>
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<tr>
<td>Application language</td>
<td>English ☐ French ☐</td>
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<tr>
<td>Institution that will administer the award</td>
<td>Western Ontario</td>
</tr>
<tr>
<td>Department</td>
<td>Biology</td>
</tr>
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</table>

Save | Preview | Portfolio | Instructions | Logout
Permitted transcript type for UWO students “Academic Record” accurate to Dec. 31, 2021
NSERC application support

- NSERC has a short, helpful Online Tutorial (~8 minutes) 
- Visit Western’s USRA web page
Western deadline

• Form 202, Parts I & II must be completed and submitted online by: **2022 deadline coming soon!**
• **Don’t submit online** until you’ve attached the **Academic Record** (accurate to Dec. 31, 2021)
Additional information

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
• Has been discontinued by NSERC

Corrections/changes to a submitted application
• Research Services must return the application to the supervisor in the Online System. When changes are made, the supervisor re-submits, creating a new “snapshot” of application that NSERC can see

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