



# NSERC Undergraduate Student Research Awards (USRA)

## GUIDELINES & EVALUATION PROCEDURE

### **Role of the Associate Dean, Academics & Awards**

The Associate Dean will determine the number of awards that will be allocated to each academic department. For the 2023 competition cycle, UBC will determine the internal distribution of NSERC USRAs factoring in both the number of NSERC grant holders and NSERC grant dollars, across Faculties/Schools. The approach will be weighted 75% (number of eligible grant holders) and 25% (eligible grant dollars), for each Faculty/School, to determine proportionate award quota distribution. The research grant list contains the same grants that NSERC uses when calculating the number of USRAs allocated to each institution. The Associate Dean will also ensure that all applicants meet NSERC's criteria prior to applications being forwarded to the departments for ranking.

### **Role of Coordinator (in the I.K. Barber Faculty of Science, Dean's Office)**

The Coordinator will receive the applications, check that the application packages are complete, and send adjudication packages to each department. The Coordinator will inform students and their supervisors, by email, of the outcome of the evaluation of their applications.

### **Evaluation procedure**

Applications will be screened initially and ranked by each Irving K. Barber department according to their established procedure. Each department will apply the two selection criteria: academic record and research aptitude. Rankings must be based solely on materials in the application package; departments must not provide or consider additional information on applicants. Once distributed, all application packages will be considered confidential. Any discussion of individual applications is confidential.

### **Announcement of results**

Results will be announced in late March/early April. The Coordinator will contact all students and supervisors by email with the results of the competition. Except under exceptional circumstances, students awarded a USRA will not be allowed to change supervisors from the one listed on their application. If any student chooses to not accept a USRA, then the next student in the ranking will be offered the award. Students may not hold both a USRA and a Irving K. Barber Undergraduate Research Award at the same time. If a student is awarded both, s/he will be allowed to choose between them without penalty once the results of both competitions are announced.