THE UNIVERSITY OF BRITISH COLUMBIA
Irving K. Barber Faculty of Science
Okanagan Campus

Undergraduate Research Award
Form A: Student Application

Application package must be received no later than 4 p.m. on **January 31, 2025**

I am an international student and would like to be considered for the IURA

Student Application Process:

Step 1: Complete the **TCPS Research Ethics** course. Submit a copy of your certificate of completion to **fosawards.ubco@ubc.ca** any time before the URA/IURA application deadline (January 31, 2025).
Step 2: Save both Form A and Form B. Open and complete Form A using Adobe. Once the form is complete, sign it and send a PDF copy to your supervisor, as well as a copy of Form B with your information in the "student information" section.
Step 3: Your supervisor completes and signs Form B.
Step 4: Your supervisor submits the complete application package (Forms A & B, and any attachments) to their department. The department will obtain the Department Head's signature and submit application packages to the Dean's Office.

PART I – PERSONAL DATA

Last Name: First Name:

Student #:   Email Address:

Current Address:

City: Province: Postal Code:

I am a Canadian citizen or a permanent resident of Canada.

I am an international student with a valid study permit for the entirety of the summer term (at least until August 31, 2025). International students must maintain their student status for immigration purposes for the duration of their program, including scheduled breaks. Please review the International Student Guide for information on study permits and maintaining your status. You must ensure your study permit permits you to work on campus.

I am an international student and my study permit expires before August 31, 2025 (please contact fosawards.ubco@ubc.ca).

SCHOLARSHIPS AND OTHER AWARDS RECEIVED

List most recent awards first. Attach a separate page if necessary.

Name of Award:	Place where award was held:	Period Held (MM/YYYY)

PART II – PROPOSED RESEARCH PROJECT (to be completed by the student)

Title (75 characters, not including spaces):

Provide 5 keywords or terms that best describe your project (75 characters, not including spaces):

Faculty supervisor: Department:

Other collaborators (name, Faculty, department):

ETHICS CERTIFICATION:

Please consult with your supervisor to determine whether your project requires ethics certification.

Research projects involving human subjects, the use of animals, or bio-hazardous materials require an active *Certificate of Approval* from the appropriate supervisory body, which is obtained by submitting an application through Research Information Services. For more information, see the appropriate sites:

- Non-clinical research projects involving human subjects: Human Ethical Review and Okanagan Campus Behavioural Research Ethics Board
- Use of animals: UBC Committee on Animal Care
- Use or generation of bio-hazardous materials: UBC Biosafety Committee

Certification not required. Proceed to abstract.

Certification is required.

Your URA/IURA supervisor currently has approval on this project:

Certificate #:

Note: Your supervisor must apply through RISe for an amendment to include you under this certificate of approval.

Your URA/IURA project supervisor will be applying for research ethics approval for your project.

In this case, you must also provide an alternate research proposal (see page 8) that does not rely on BREB approval. **You must demonstrate that you have research ethics approval for your project by May 15, 2025. After that date, you must shift your research to the alternate research proposal**.

If your project requires Biohazardous Materials, Animal Care, or Behavioural Research Ethics (BREB) approval, we **strongly** suggest that you and your supervisor write the appropriate application proposal and save it on the RISe website as part of the process of preparing your URA/IURA application.

Once your URA/IURA application is approved (in March), your RISe application should be submitted **as soon as possible** to ensure that approval is granted before your URA/IURA project begins. In the case of expedited BREB review (minimal risk), applications are accepted for review any time. For full board BREB review, ethics applications must be submitted by the published monthly deadline (during the 1st week of March). For more information about BREB applications, see the BREB site: http://breb.ok.ubc.ca or contact Lisa Shearer, BREB Associate Manager, (lisa.shearer@ubc.ca).

ABSTRACT (maximum 100 words)

Using non-technical language appropriate for a multidisciplinary audience, describe your proposed research project in the space below (hint: write this section last).

RESEARCH DESCRIPTION (approximately 1000 words)

Provide a detailed description of the research project. If your research proposal includes figures, diagrams, or references, attach them as a separate page.

Include these sections and headings:

1. Introduction and Background
2. Research Question and Objectives
3. Methodology
4. Significance and Impact

QUALIFICATIONS & PERSONAL STATEMENT (approximately 600 words)

Describe previous coursework and academic experiences relevant to your proposed research. What personal experiences and qualities do you have that you think will make you a good researcher? Describe the impact you expect this research experience to have on your future studies or career path.

ROLE OF PRIMARY SUPERVISOR (approximately 100 words)

Describe how your supervisor's expertise and interests are relevant to your proposed research. What will you learn by working with your supervisor?

ROLE OF COLLABORATORS/CO-SUPERVISORS (approximately 100 words)

If this is a collaborative research project, describe the specific roles of your co-supervisor(s) or other collaborator(s).

Are you currently enrolled in a CO-OP term?   Yes   No

Are you enrolled in 18 or more credits during the W2024 term?   Yes   No

How many credits will you have completed by May 2025?

Have you received credit for undergraduate courses at institutions other than UBC*?   Yes   No

      *List other institutions:

      I confirm that I wrote this research proposal.

      I have reviewed the Guidelines and Application Procedure with my Faculty supervisor.

      If offered the URA, I understand that I am required to drop all summer courses (exception: field courses).

      I am attending UBC Okanagan in September 2025.

      I am available for the full 16-week period during the summer session to engage in a full-time research project.

*If you are not fully available (e.g. you are planning to take a summer field course, or you are registered to attend a conference), please explain:

I verify that all of the information in this application is true and complete to the best of my knowledge.

Student Signature: **Date of Application:**

ALTERNATE RESEARCH PROJECT DESCRIPTION:

If your initial research project does not receive BREB approval by May 15, 2025, you must have another research project you can complete that does NOT require BREB approval. On the next 2 pages, provide a detailed description of your alternate research project. If your research proposal includes figures, diagrams, or references, attach them as a separate page. The following sections and headings must be included:

1. Introduction and background
2. Research Question and Objectives
3. Methodology
4. Significance and Impact