

2023 University of Toronto Excellence Awards (UTEA)

Program Guidelines

Purpose:

To provide opportunities for research experience at the undergraduate level in the natural sciences and engineering (**NSE**), social sciences and humanities (**SSH**), or health and life sciences (**HLS**); to augment the formal research courses offered by the University of Toronto; to provide undergraduate students opportunities to gain direct research experience on a faculty-led project; to help students learn and appreciate the investigative methodologies of areas of particular interest; and to foster interest in and knowledge of careers in research.

Award Value:

UTEA awards are valued at a minimum of \$7,500. Of this minimum total, \$5,250 is provided by the University and must be matched by a minimum of \$2,250 from the student's supervisor. Any supplement above this level may be set at the supervisor's or department's discretion.

Award Duration:

The award period is 14 full weeks during the summer term, beginning no earlier than May 1, 2023, and ending no later than September 30, 2023.

Eligibility of Students:

To be eligible to hold a UTEA, a student must:

- be a Canadian citizen, permanent resident of Canada, or foreign student with valid student visa for the full summer work term;
- be registered in a Bachelor's degree program at the University of Toronto either as 1) a full-time student, or 2) a part-time student **only** if the UTEA will be held during the student's final session and the student requires only a part-time course load to complete their degree;
- be registered either at the time of application or in the term immediately before the award start date. Graduating students may hold an award in the term immediately following the completion of their undergraduate program, as long as they have not started a graduate program; and
- have obtained a cumulative average of "B+" or higher. For students in higher years, this average can be applied to the best two years of study.

Eligible students may already hold a Bachelor's degree in any discipline and be studying towards a second Bachelor's degree in NSE, SSH, or HLS.

A student is **ineligible** to hold a UTEA if they:

- are currently enrolled in an undergraduate professional degree program in the health sciences (e.g., M.D., D.D.S., B.Sc.N.);
- hold a degree above a Bachelor's in NSE, HLS, or SSH; or

- are currently enrolled in graduate studies

Please also note:

- A student may only apply for one UTEA opportunity per year.
- A student may not concurrently hold a UTEA **and** an NSERC Undergraduate Student Research Award (USRA) or other equivalent summer research award.
- Preference will be given to second- and third-year students
- A student may hold a maximum of 3 UTEAs throughout their university career, with priority given to first-time applicants.

Eligibility of Faculty Supervisors:

- To be eligible as a UTEA supervisor, a faculty member must hold an active NSERC, SSHRC, or CIHR research grant, either as principal investigator or co-investigator, at the start date of the UTEA (May 1st), or be a principal investigator or co-investigator on a pending application.

A faculty member can be the supervisor on a maximum of 2 UTEA awards per year.

Research Expenses and Fieldwork:

The entire UTEA funding is to be awarded to the student as a stipend. Any additional costs, e.g. supplies, services, fieldwork (travel expenses) are the responsibility of the supervisor or the department.

Equity, Diversity and Inclusion:

The University of Toronto recognizes that diversity is essential to the creation of a vibrant intellectual community that allows our researchers to maximize their creativity and their contributions. We are strongly committed to diversity in research and especially welcome applications from racialized persons/persons of colour, women, Indigenous/Aboriginal Peoples of North America, persons with disabilities, LGBTQ2S+ persons, and others who may contribute to the further diversification of ideas.

Divisions are expected to post opportunities widely to attract a broad/diverse pool of students. Academic divisions/units must establish a peer review committee to make award decisions. Academic units make award decisions through their own competitive, peer-review process. In the absence of such a committee, academic divisions can rely on their executive committee or other existing committee of faculty members.

Review committees are expected to demonstrate a strong commitment to the principles of equity, diversity, and inclusion, and to adopt [equitable and consistent peer review processes](#). Committees must develop and consistently apply predetermined selection criteria that align with information found in the posting and account for and not penalize academic interruptions/leaves/extenuating circumstances.

Activity Report

It is the responsibility of the student to submit a Research Report no later than October 1, 2023,

to Cheryl Nash (cheryl.nash@utoronto.ca), Research Funding Officer. The report template will be distributed with the UTEA award letters.

Application Process:

Students must submit the items below to undergrad.pharmtox@utoronto.ca by **March 15, 2023**

- Completed application form
- Current résumé or curriculum vitae (CV)
- List of 2-3 references with their contact information (professors or employers)
- Up-to-date academic transcript

**University of Toronto Excellence Award (UTEA) Application Form
PART I. Student Profile**

		Date
Family name of student	Given name	Initial(s) of all given names

CURRENT PROGRAM

Degree	Faculty	Department (if applicable)	Year and month of expected Degree completion	Grade Point Average (GPA) (cumulative / best two years)

At the time of application, please indicate your student status: Full-time Part-time (final year of study only and part-time courseload is required to complete degree)

How many academic years will you have completed towards your degree program?
 1 year 2 years 3 years 4 years 5 years+

Have you previously held a UTEA award? Yes No

If yes, please fill in below section for all years the award was held.

UTEA AWARDS RECEIVED (start with most recent)

Name of award	Location of tenure	Period held (yyyy/mm – yyyy/mm)

OTHER INFORMATION

Citizenship
 Canadian citizen Permanent resident (indicate date of landing as per Form IMM 1000) Foreign student with valid student Visa for the full work term

Current address	Permanent mailing address (if different from current address)
If current address is temporary, indicate leaving date	Telephone number at permanent mailing address
Telephone number at current address	E-mail address

SIGNATURE

I hereby agree to abide by the University of Toronto regulations governing awards, as described in the *Guidelines for the UTEA Program*.

Student's Signature

University of Toronto Excellence Award (UTEA) Application Form
PART II. Proposed Supervisor and Research Project

The proposed supervisor must complete this application. In accordance with the *Privacy Act*, this information will be accessible to the student.

Read the accompanying instructions before you complete this application

Family name of proposed supervisor	Given name	Initial(s) of all given names	Proposed starting date of award
Proposed supervisor's department			Proposed end date award
E-mail			
PROPOSED RESEARCH PROJECT			
Title of proposed research project			
Outline of proposed research project – Specify student's role and provisions that will be made for alternative supervision of student during supervisor's absence			
Provide the CIHR, NSERC, or SSHRC Fund Number for the grant currently held, or MRA Application Number for the Tri-Agency grant currently applied for.			