**Instructions to supervisors**

* If you have yet to identify a student partner for your project, you may submit a completed Project Posting form for posting on the FoM SSRP website. Interested students will be able to view your project description and contact you. **It is your responsibility to find an appropriate student partner for your FoM SSRP application.**
* \*If you have already identified a student partner for your project, you should not post your project online. You need only work with your student partner to submit an [online application](https://www.med.ubc.ca/current-learners/summer-student-research-program/forms/) by the application deadline (February 15, 2024; 4:00 pm PST).
* Supervisors may submit more than one project for posting on the website; however, **only one** completed application per supervisor will be accepted for the competition and put forward for adjudication. Multiple applications will be disqualified.
* Faculty members who wish to post their projects on the FoM SSRP website are encouraged to submit this document to the Student Research & Education Coordinator as early as possible at fom.ssrp@ubc.ca.
* Additional information on the FoM SSRP, including application forms, funding terms, adjudication criteria and program procedures can be found on the FoM SSRP website: [med.ubc.ca/ssrp](http://www.med.ubc.ca/ssrp).
* Content boxes will expand as you type but be mindful of the character limits on the online application form when you submit your actual application; the application form will not allow extraneous text.
* The information you choose to post in this form need not be the same as your online application. You may wish to post a more simplified description here, or include additional information relevant to possible student partners but not relevant to your eventual application. You can also leave sections blank on this form that you will fill out on your eventual application.
* If you are having difficulties using the fields in this form, you can disable "form mode" by going to Review>Restrict Editing and clicking on "Stop protection" or contact fom.ssrp@ubc.ca for assistance.

|  |
| --- |
| **Applications will be accepted from:** [ ]  Both MD & non-MD Undergraduates [ ]  MD undergraduate students only [ ]  non-MD undergraduate students only |
| **Project Duration:** [ ]  Suitable for either a 4 or 8 week project (Only Yr 3 MD students are eligible to apply for 4-week projects) [ ]  Only suitable for an 8-week project [ ]  Only suitable for a 4-week project  |
| **Additional information for potential student partners:** E.g. desired skills/interests/experience, scheduling restrictions for the project timeline, additional info you want applicants to provide when contacting you about this position, etc.      |

## PROJECT INFORMATION

|  |
| --- |
| **Project Title:**      |
| **Hypothesis or Research Question being addressed (400 character limit, ~55 words):**      |
| **Keywords:** **Provide approximately 5 key words that describe the proposed research project.**      |

|  |
| --- |
| **Project Attributes and Benefit to the Student**Please review the [online adjudication criteria](http://www.med.ubc.ca/current-learners/summer-student-research-program/adjudication/) carefully prior to completing the next two sections to ensure your application is addressing the adjudication criteria outlined in “Project Attributes and Benefits to the Student”. |
| **A) Background and Summary of Proposed Research. Summarize the proposed project including the rationale for the project, the context within the relevant field of research, the proposed research approach and the expected project outcomes.** *If this is an ongoing project of >8 weeks duration (or 4 weeks for MD 2022 students) clearly distinguish the expected project outcomes at the end of the FoM SSRP funding period from the overall project objectives.* **Please write in lay terms for a non-specialist audience.** **Character Limit: 3050 characters (~430 words)**      |
| **B) Outline the student’s role in the project and describe how they will benefit from their involvement.** This section must address how involvement in this project will help the student gain an understanding of how high quality research is conducted. This includes addressing the opportunities to learn new skills in the context of the relevant learning objectives listed in the [adjudication criteria](http://www.med.ubc.ca/current-learners/summer-student-research-program/adjudication/); their anticipated interactions with other researchers and the available resources that will contribute to a beneficial experience.*Clearly indicate which items will be completed during the FoM SSRP funding period and which (if applicable) will be completed before or after the funding period if the student and supervisor have chosen to also work together outside of the funding period. Project feasibility is considered during the adjudication process; 4-week and 8-week projects will be adjudicated separately, with appropriate consideration given to each.***Character Limit: 3800 characters (~540 words)**      |

|  |
| --- |
| **Please indicate if your project requires the following and indicate their status as appropriate.** This will help clarify the scope of the project for potential student partners. |
| **This project requires ethics approval (human or animal):**[ ]  Yes [ ]  NoIf yes please indicate if you:[ ]  Already have approval [ ]  Will obtain approval before the SSRP funding period [ ]  Intend for ethics application to be a focus over the funding period\*Please note that as ethics approval can be a lengthy process it is recommended that this be obtained well in advance of the funding period unless the intention is for this activity to form a major part of the FoM SSRP-funded portion of the project.**This project requires access to electronic medical records:**[ ]  Yes [ ]  NoIf yes please indicate if you: [ ]  Already have approval [ ]  Will obtain approval before the SSRP funding period [ ]  Plan to obtain approval during the SSRP funding period**This project requires operational/institutional approval:**[ ]  Yes [ ]  NoIf yes please indicate if you: [ ]  Already have approval [ ]  Will obtain approval before the SSRP funding period [ ]  Plan to obtain approval during the SSRP funding period |

|  |
| --- |
| **Research Location (As applicable, indicate where the project will be conducted.)** |
| City or Region:      Research Centre:      Hospital:      Program or Unit:      Additional information (building, lab etc.):       |
|  |
| **Supervisor’s Information** |
| **Supervisor Last Name:**       | **Supervisor First Name:**       |
| **FoM Department/School (Main FoM Appointment):**       | **UBC FoM Division (if applicable):**      |
| **Preferred contact method (for students)****[ ]** Phone supervisor**[ ]** Email supervisor | **[ ]** Phone alternate contact**[ ]** Email alternate contact |
| **Preferred Phone:**       | **Supervisor Rank (Instructor, Professor etc.):**      |
| **E-mail Address:**        |  |
| **Optional Alternate Contact** (e.g. co-supervisor, research/lab coordinator, assistant etc.) |
| **Contact’s Name:**       | **Contact’s Role:**       |
| **Contact’s Phone Number:**      | **Contact’s E-mail Address:**      |