NSERC USRA: Application Instructions

- 1. Students interested in applying must **contact MIE Professors** to find a supervisor.
 - a. A list of projects have been posted online at:_ http://www.mie.utoronto.ca/undergraduate/research/
 - b. If there is a supervisor you would like to work with that has not posted a project, you can approach them individually. A list of MIE faculty and their areas of research is available on the MIE website https://www.mie.utoronto.ca/mie/faculty
 - c. You may only submit one NSERC application to MIE.
- 2. Complete the NSERC application form <u>online</u>, **Form 202 Part I** <u>https://ebiz.nserc.ca/nserc_web/nserc_login_e.htm</u>
 - a. Students who have previously applied for an NSERC USRA will only have to update Part I of Form 202.
- 3. Attach a **PDF copy of your transcript** to the application form (Part I).
 - a. If ordering an official e-transcript <u>**OR**</u> official hard copy transcript, the transcript must be emailed to <u>undergrad@mie.utoronto.ca</u> (e-transcript) or mailed/submitted in person (hard copy <u>**must be sealed**</u>) to the MIE Undergraduate Office. The MIE Undergraduate Office must first verify that the transcript is original.
 - b. Once verified, the office will email you a PDF of the transcript.
 - c. You will then upload this PDF to the NSERC's online system.
 - d. The MIE Undergraduate Office will keep the transcript (to be attached to the hard copy of the application).
 - e. Remember, the UofT Transcript office can take 5-7 business days to process your request, thus order early. It is advisable that you request to pick up the transcript in person to expedite the process. *However, it is encouraged that students order an e-transcript.
- 4. **Form 202 Part II** must be completed by the supervisor. After you have completed Part I online, a <u>reference number</u> will be issued to you. Please supply that reference number to your supervisor.
- 5. Submit a **complete application** in **printed hard copy** to the MIE Undergraduate Office (MC109) by March 2, 2020

List for a Complete Application

- ➢ Form 202 − Part I (to be completed by the student)
- Form 202 Part II (to be completed by the university research supervisor)
- Official Transcript (e-transcript or hard copy)
- Student- Supervisor Certification
- > NSERC USRA Application Checklist

MIE nominations decisions will be forwarded to Research Services for approval. Successful applicants will be notified by mid-April.

Useful Video Tutorial on completing the application:

http://nserc-crsng.gc.ca/Students-Etudiants/Videos-Videos/usra-brpct_eng.asp