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/undergrad/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 http:///www.mie.utoronto.ca/faculty/
   c. You may only submit **one** NSERC application to MIE.

2. Complete the NSERC application form online, **Form 202 Part I**
   https://ebiz.nserc.ca/nserc_web/nserc_login_e.htm
   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). MUST BE opened and reviewed by the Undergraduate Office.
   a. Order a transcript from ROSI using the Student Web Service.
      i. 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.
   b. Provide the MIE UG Office with an official transcript (**must be sealed**). The Undergraduate Office staff must first verify that the transcript is original. Then will email you a PDF of the transcript. The student must then upload this PDF to the NSERC's online system.
      i. The MIE UG Office will keep the transcript (to be attached to the hard copy of the application)

4. **Form 202 Part II** must be completed by the supervisor. After you have completed Part I online, a reference number 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 February 24, 2016.

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)
➢ Transcript
➢ Student- Supervisor Certification
➢ NSERC USRA Application Checklist

MIE nominations decisions will be forwarded to Research Services for approval. Successful applicants will be notified by the end of March 2016.

Useful Video Tutorial on completing the application:

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