



# Summer Studentship Award Guidelines

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BC Children's Hospital Summer Studentship Awards are funded by BC Children's Hospital Foundation.

## Contents

- [Award Description](#)
- [Award Eligibility](#)
- [Summer Student Research Program](#)
- [Stipend](#)
- [External Awards & Earnings from Other Sources](#)
- [Application Requirements](#)
- [Review Process](#)
- [Application Deadline](#)
- [Appendix #1 – Scoring Matrix](#)
- [Appendix #2 – Transcripts](#)
- [Appendix #3 – Identifying Potential Supervisors](#)
- [Appendix #4 – Q&A](#)
- [Appendix #5 – Project Relevance](#)

### Summer Studentship Awards

**Target Audience** – Undergraduate & Medical Students  
**Stipend** – 8 weeks - \$3,150 | 10 weeks - \$3,937 | 12 weeks - \$4,725  
**Award Term** – Tenable between May to August 2023  
**Application Deadline** – Friday, January 27, 2023  
**Most Recent Application Form & Guidelines** – <https://bcchr.ca/ssrp>  
**Questions or Concerns:** [resinfo@bcchr.ca](mailto:resinfo@bcchr.ca)

## Award Description

Summer Studentship Awards at BC Children's Hospital are intended to support highly qualified undergraduate and medical students interested in completing a research project that has direct relevance to any health-related research area (see [Appendix #5 – Project Relevance](#) for details).

## Award Eligibility

Applications will be accepted for projects that (1) include **active in-person engagement** in research on the BC Children's Hospital and BC Women's Hospital + Health Centre campus or (2) can be completed **remotely** within Canada, but not on the BC Children's Hospital and BC Women's Hospital + Health Centre campus.

A BCCHR Investigator may only be listed on **ONE** application submitted for a 2023 summer studentship award. Applicants may only be listed on **ONE** application submitted for a 2023 summer studentship award.

The BCCHR Investigator must provide whatever space, supplies or resources the applicant requires to complete the project (in-person or remotely).

Further Summer Studentship Awards will be available to support 1) a student who self-identifies as First Nations, Inuit, or Métis OR 2) to support a proposed research project that has direct relevance to improving the health of Indigenous children and families.

### Option #1 – Project includes active in-person research engagement on the BC Children’s Hospital and BC Women’s Hospital + Health Centre campus

#### Eligibility Criteria | The applicant is:

- A current undergraduate or medical student registered at a recognized university.
- Returning in the Fall to continue their current academic program. *Undergraduate students graduating this Spring/Summer are ineligible to apply for the studentship but may apply to be part of the [Summer Student Research Program](#) as an externally (non-BC Children's Hospital) funded participant.*
- Primarily supervised by a BCCHR Investigator at BC Children’s Hospital whose area of investigation has direct relevance to improving the health of children and families. *Affiliate Investigators are not eligible as per the BCCHR membership guidelines – see [Appendix #3](#)*
- Has a proposed research project that has direct relevance to improving the health of children and families.
- A Canadian citizen, permanent resident or foreign national. *Out-of-province and international applicants are welcome to apply, but please note the proper [work/student permit](#) and a [Social Insurance Number](#) from Service Canada is required if awarded a summer studentship.*

### Option #2 - Project can be completed remotely within Canada, but not on the BC Children’s Hospital and BC Women’s Hospital + Health Centre campus

#### Eligibility Criteria | The applicant is:

- A current undergraduate or medical student registered at a recognized university.
- Returning in the Fall to continue their current academic program. *Undergraduate students graduating in Spring/Summer are ineligible to apply for the studentship but may apply to be part of the [Summer Student Research Program](#) as an externally (non-BC Children's Hospital) funded participant.*
- Primarily supervised by a BCCHR Investigator at BC Children’s Hospital whose area of investigation has direct relevance to improving the health of children and families. *Affiliate Investigators are not eligible as per the BCCHR membership guidelines - see [Appendix #3](#)*
- Has a proposed research project that has direct relevance to improving the health of children and families.
- Is a Canadian citizen, permanent resident, foreign national or international student **based in Canada** with a current Social Insurance Number from Service Canada. *Due to governmental restriction, students must be living/working within Canada to receive funding.*

## Summer Student Research Program

Applicants who receive a summer studentship award are required to participate in at least 6 weeks of the Summer Student Research Program in June and July (in-person or virtually).

The 2023 program is being structured to offer a combination of in-person and virtual content. This program has been designed to include a curriculum that enriches the research experience of students by exposing them to the breadth and depth of research on the Oak Street Campus. For more information, please visit [www.bcchr.ca/summerprogram](http://www.bcchr.ca/summerprogram).

## Stipend

Funding support is available for an optional 8, 10 or 12-week period between May and August.

The project start date and end date period must allow students to participate in at least 6 weeks of the June and July Summer Student Research Program. **Studentships may be withdrawn if the applicant does not participate in the Research Education Program.**

The 2023 program is scheduled to start on **Monday, June 5, 2023** and end **Friday, July 28, 2023**. Please use the dates below as a guide.

# of Weeks	Stipend	Start & End Date Range
Less than 8 Weeks	\$0	Funding for less than 8 weeks is not available. Students are still eligible to participate in the Research Education Program
8 Weeks	\$3,150	Start date between: May 22 & June 19, 2023 End date between: July 14 & August 11, 2022
10 Weeks	\$3,937	Start date between: May 8 & June 19, 2023 End date between: July 17 & August 25, 2022
12 Weeks	\$4,725	Start date between: May 1 & June 5, 2022 End date between: July 21 & August 25, 2022

- The requested number of weeks and start/end dates must be indicated at the time of application. Applicants are eligible to work longer than the award period, but additional funding will not be provided.
- Summer Studentship Awards are issued as a stipend to support research training at BC Children's Hospital Research Institute. *It is not intended to be a regular salary or wage for hours worked.*
- Investigators are welcome to provide a top-up to the stipend but it is not required.
- The UBC Research Project Information Form must be included with the application package. If awarded, a new UBC PG account will be activated. It will be the responsibility of the Investigator and their respective UBC Department to submit the Student Appointment to UBC Payroll.

### External Awards/Studentships

Recipients of studentship awards are NOT eligible to hold both a BC Children's Hospital Summer Studentship Award and an external (non-BC Children's Hospital) funding award during the same funding period (8, 10 or 12 weeks).

*Receiving top-up funding from a BCCHR Investigator-held grant or award is not considered an external funding award. No restrictions are placed on this.*

Applicants may accept an additional funding award if the funding periods are not concurrent (ex. BC Children's Hospital Summer Studentship Award is held for 8 weeks between May 23 and July 15, external funding award is held between July 16 to August 31), and the external funding award conditions allow for it.

**Matched Funds:** An applicant who receives external funding requiring matched funds may use a summer studentship award as the match.

[Interested in the MITACS Accelerate Program?](#) This program provides a \$7,500 **matched stipend** for short-term undergraduate students working on a hospital campus. Eligible faculty members can submit a research proposal supporting a new partnership with a potential student. If awarded, a matched \$7,500 stipend is provided with the student receiving \$15,000 for a 4+ month project.

If successful, BCCHR Summer Studentship funding can be used as **part** of the matched stipend. Please note the maximum stipend for BCCHR Summer Students is \$4,725 for 12 weeks, the MITACS Accelerate Program requires a \$7,500 match for a 4+ month project. [Click here for more Information.](#)

### Earnings from Other Sources

BC Children's Hospital Research Institute's Summer Studentships are not intended to be a regular salary or wage for hours worked. No restrictions are placed on earning from sources, other than an external award or other studentship, during the studentship award period.

This includes, but isn't limited to, any second job outside research, a work learn position, or the following as long as it doesn't interfere with the time required for research. The actual number of working hours/days are to be determined by the BCCHR Investigator supervising the student project.

**Co-Op Placement (Paid):** Applicants currently employed full-time on a paid co-op placement are eligible to hold a studentship award during the placement period if (1) the BCCHR funded project and supervisor are the same as the co-op project and supervisor; (2) the co-op placement includes tasks above and beyond those expected to be completed in the Summer Student Research Project, and the student is able to fulfill both duties; and (3) the applicant has approval from the supervisor and co-op coordinator to receive the additional funding.

Review Process

All eligible applications are individually reviewed by members of the BCCHR research community. This multi-disciplinary group includes representation from each of the research themes that cover a broad range of areas in basic and clinical research. Applicants are assigned a final rank and funding is allocated to top-ranked applicants.

Applications will be evaluated based on the academic merit of the student, the scientific merit of the research project, and the potential benefit the student will obtain from the experience. For more information see [Appendix #1 – Scoring Matrix](#).

Summer studentship award funding is limited. Applicants are encouraged to apply for all other relevant summer student awards to increase the chance of success.

Application Requirements

The application must be assembled and submitted electronically as an email attachment(s) to [resinfo@bcchr.ca](mailto:resinfo@bcchr.ca). The application must be received by 4:30pm on **Friday, January 27, 2023**. Incomplete or late applications will not be accepted. The application package can be submitted by the applicant, primary Investigator or any member of the applicant’s proposed research team.

A complete application package consists of the following:

1	UBC Research Project Information Form (RPIF)*	Download Form - <a href="http://www.ors.ubc.ca/contents/electronic-forms">www.ors.ubc.ca/contents/electronic-forms</a>  The deadline for submitting the RPIF to UBC ORS for signatures is <b>Tuesday, January 24, 2023</b> . For more information contact Nur Eisma, <a href="mailto:neisma@bcchr.ubc.ca">neisma@bcchr.ubc.ca</a> .	
2	Application Form	Download Form - <a href="https://bcchr.ca/ssrp">https://bcchr.ca/ssrp</a>	
3	Academic Transcripts  <b>Unofficial transcripts WILL NOT be accepted.</b>  <b>An official transcript is considered to be a document (electronic or printed) issued by the university registrar’s office</b>	Undergraduate Students: 1 <sup>st</sup> Year	<ul style="list-style-type: none"><li>• High school transcript</li><li>• Official transcripts for all post-secondary studies</li></ul>
		Undergraduate Students: All Other Years	<ul style="list-style-type: none"><li>• Official transcripts for all post-secondary studies</li></ul>
		Medical Students	<ul style="list-style-type: none"><li>• Official transcripts from all post-secondary studies. <i>This includes your current transcript for medical school</i></li></ul>
4	The RPIF, Application Form & Academic Transcript submitted to <a href="mailto:resinfo@bcchr.ca">resinfo@bcchr.ca</a> by <b>Friday, January 27, 2023</b> .		

\*For BCCHR Investigators affiliated with a university other then UBC, an RPIF is not required with the application package.

For more information on transcript requirements, refer to [Appendix #2 – Transcripts](#).

Application Deadline

Deadline for receipt of completed applications is **Friday, January 27, 2023**. Incomplete or late applications will not be accepted.

For further information, please contact [resinfo@bcchr.ca](mailto:resinfo@bcchr.ca).

Appendix #1 – Scoring Matrix

Scoring Criteria

Category	Score	Description	
Academic Achievement	0-5	0-1	Poor record of grades
		2-3	Average record of grade
		4-5	Outstanding record of grades
Scholarly Achievement	0-2	Record of awards and recognition	
Research Project	0-2	Quality and feasibility of proposed research project in terms of scientific merit and timeline+	
Benefit to the Student	0-2	Opportunity to gain new skills, knowledge and understanding of the research process	
Discretionary Point	0-1	Discretionary point	
Total	12	Applications with scores of 6 or less are ineligible for funding	

+To be eligible for funding the proposed research must have direct relevance to improving the health of children and families.

Application Statistics

The statistics below are meant as a guide to help with the application process. The total number of applications received, merits of applicants and available funding varies yearly. All applicants are encouraged to apply for external funding. Top-ranked BCCHR applicants are frequently awarded, but some accept external funding instead. This allows funding to be awarded to the next ranked student. In 2021, 2 top-ranked applicants declined BCCHR funding. Funding was awarded to the next ranked student.

Applications from:	2022			
	Applications	Funded Applications		
		# Funded	GPA	Scoring Range
Undergraduate – 1 <sup>st</sup> Year	6	3	86 – 97%	8 - 11
Undergraduate – 2 <sup>nd</sup> Year	16	7	80 - 92%	
Undergraduate – 3 <sup>rd</sup> Year	11	3		
Undergraduate – 4 <sup>th</sup> Year*	7	3		
Medical Students	22	11	N/A	
<i>Total</i>	62	27		

Applications from:	2021			
	Applications	Funded Applications		
		# Funded	GPA	Scoring Range
Undergraduate – 1 <sup>st</sup> Year	3	2	93%	9 - 11.75
Undergraduate – 2 <sup>nd</sup> Year	14	3	75-95%	
Undergraduate – 3 <sup>rd</sup> Year	18	10		
Undergraduate – 4 <sup>th</sup> Year*	17	6		
Medical Students	16	5	N/A	
<i>Total</i>	<i>68</i>	<i>26</i>		

\*This is applicable to 4<sup>th</sup> year students returning in the Fall to continue their current academic program. Undergraduate students graduating in Spring/Summer are ineligible to apply for the studentship.

Funded students’ study at a wide variety of national/internal universities. Common programs of study include but are not limited to:

Health/Life Sciences	Science/Integrated	Bioengineering	Food/Nutrition
Chemistry/Biochemistry	Sciences	Psychology	Engineering
Medicine/MD	Microbiology	Kinesiology	Integrated Sciences
Undergraduate	Molecular Biology	Physics	Neuroscience
Pharmacology		Immunology	Biomedical Engineering

## Appendix #2 – Transcripts

A complete application package consists of official transcripts for all post-secondary courses. This includes:

Undergraduate Students: 1 <sup>st</sup> Year	<ul style="list-style-type: none"><li>• High school transcript</li><li>• Official transcripts for all post-secondary studies</li></ul>
Undergraduate Students: All Other Years	<ul style="list-style-type: none"><li>• Official transcripts for all post-secondary studies</li></ul>
Medical Students	<ul style="list-style-type: none"><li>• Official transcripts from all post-secondary studies. <i>This includes your current transcript for medical school regardless of available course grades. This is used as official confirmation of current academic standing.</i></li></ul>

For summer studentship awards, an official transcript is considered to be a document (electronic or printed) issued by the university registrar’s office. Typically, they contain the seal of the university and a signature of the university registrar. Depending on the university, ordering a transcript can take 4-6 weeks. Applicants are encouraged to submit a request in a timely manner. **An official transcript must be submitted by the deadline date for the Summer Studentship application to be considered complete.**

Paper copies of the official transcript can be issued directly to the applicant. The registrar sealed envelopes can also be opened by the applicant. Paper copies of the transcript can be scanned (front and back) and a PDF version can be submitted with the application package. When scanning the transcript, ‘unauthorized’ or ‘unofficial’ messages may appear on the digital copy. As long as the original text is still legible, this isn’t a concern. Submitting the original paper/hard copy of the transcript is not required.

Digital copies of the official transcript can be issued directly to the applicant and included in the application package, or issued to the BC Children’s Hospital Research Services Team at [resinfo@bcchr.ca](mailto:resinfo@bcchr.ca).

Unofficial transcripts are considered to be prints, downloads or screen captures from any student self-serve/online account. **These will NOT be accepted.**

If marks are not complete, please submit the most up-to-date marks at the time of the application deadline.

For foreign transcripts, a certified English translation and a clear explanation of the grading system must be included.



Appendix #3 – Identifying Potential Supervisors

Before the summer studentship award application is submitted, the applicant must have confirmed a potential research supervisor. It is up to the applicant to reach out to potential BCCHR Investigators.

Investigators may commit to students well before the application deadline. It is strongly recommended that applicants initiate this process as early as possible.

Finding a research supervisor:

1. Review the BCCHR research themes to determine where your research interests fit
- [Childhood Diseases](#)

[Healthy Starts](#)

[Brain, Behaviour & Development](#)

[Evidence to Innovation](#)
2. [Browse the profiles of BC Children's Hospital Research Investigators](#)
- To be eligible to apply for a summer studentship award, the potential supervisor needs to be a BCCHR Investigator at BC Children’s Hospital whose area of investigation has direct relevance to improving the health of children and families. *Affiliate Investigators are not eligible as per the BCCHR membership guidelines.*

<div>Web profile of eligible supervisor lists:</div> <div>Investigator, BC Children’s Hospital</div>	<div>Web profile -</div> <div><div>Investigator, BC Children's Hospital</div><div>Lead, Childhood Diseases Research</div><div>Theme</div><div>Academic Affiliations</div><div>Professor, Department of Surgery, Faculty of Medicine, University of British Columbia</div><div>Research Theme</div><div>Childhood Diseases</div><div>Research Group</div><div>Childhood Cancer &amp; Blood Research</div><div>Diabetes</div><div>Immunity in Health &amp; Disease</div><div>Rare Diseases</div><div>Overview</div><div>Research in my laboratory is focused on a novel subset of CD4+ T cells, termed T regulatory (Treg) cells, which control immune homeostasis. Although we know that Treg cells have a fundamental role in regulating immunity to both self and foreign proteins, little is known about how they function. Current work is focused on determining how Treg cells differ from normal CD4+ T cells at both the biochemical and molecular levels, and elucidating their role in transplantation tolerance, cancer and inflammatory bowel disease. A long-term goal is to develop methods to generate Treg cells in vitro for use as a cellular therapy to replace standard immunosuppression in the context of organ transplantation or to restore tolerance in the context of autoimmunity.</div></div>
<div>Web profile of ineligible supervisor lists:</div> <div>Affiliate Investigator, BC Children’s Hospital</div>	<div><div>Affiliate Investigator, BC Children's Hospital</div><div>Canada Research Chair Tier 1</div><div>Head, Program in Developmental Cognitive Neuroscience, Department of Psychiatry, University of British Columbia</div><div>Academic Affiliations</div><div>Professor, Developmental Cognitive Neuroscience, Department of Psychiatry, Faculty of Medicine, University of British Columbia</div><div>Professor, Division of Child &amp; Adolescent Psychiatry, Department of Psychiatry, Faculty of Medicine, University of British Columbia</div><div>Research Theme</div><div>Brain, Behaviour &amp; Development</div><div>Overview</div><div>Our work integrates behavioural, neuroanatomical, and genetic approaches to study cognitive abilities (called 'executive functions') dependent on prefrontal cortex (PFC) from their earliest beginnings throughout the lifespan in clinical and "normal" populations. Our methods include: neurocognitive testing, even of infants; functional neuroimaging (fMRI); preschool and school interventions; and molecular genetic analyses. We study the neural bases, genetic and neurochemical modulation, modification by the environment of executive functions and how they can become derailed in disorders. We hope our work might aid the understanding, prevention, and treatment of major mental disorders. Our work has already led to worldwide improvements in the treatment of a genetic disorder (PKU) and a developmental disorder (ADHD), thereby improving children's lives. Our research also has educational implications and has affected early education worldwide.</div></div>

3. Reach out to potential BCCHR Investigators directly. Emails are listed on their profiles.

A BCCHR Investigator may only be listed on **ONE** application submitted for a 2023 summer studentship award. Applicants may only be listed on **ONE** application submitted for a 2023 summer studentship award.

[Additional tips for identifying a supervisor](#)



## Appendix #4 – Q&A

The following is a selection of frequently asked questions:

**Does an applicant need a supervisor before applying for a summer studentship award?**

Yes, before applying the applicant must establish a [research supervisor](#). It is up to the applicants to contact potential Investigators.

**Who should complete and submit the application form?**

The applicant and BCCHR Investigator should work together on completing the application form. Either/or can submit the final application for review. Some research teams will have an established project for an applicant, while other research teams will provide support for a student-led project.

**Can I re-apply and receive a summer studentship award multiple years in a row?**

Yes, applicants can apply and receive a Summer Studentship award multiple years in a row.

**When will I be notified if I am receiving BCCHR funding?**

Applicants are typically notified regarding funding decisions by early May.

**How will I be paid if I receive a summer studentship award?**

Successful applicants will receive the stipend via UBC Payroll. If awarded, a new UBC Worktag will be activated under the BCCHR Investigator. It will be the responsibility of the BCCHR Investigator and their respective UBC Department to submit the student appointment to UBC Payroll. Please note, finalizing payroll can take up to 4-6 weeks AFTER student notification. Applicants beginning early May will see a delay in payroll. *BCCHR Investigators affiliated with a university other than UBC can contact [resinfo@bcchr.ca](mailto:resinfo@bcchr.ca) to discuss an alternative process.*

**If I receive a BCCHR Summer Studentship, can I use the stipend as matched funding (top-up funding) for another studentship or funding source?**

An applicant who receives external funding requiring matched funds may use a summer studentship award as the match.

**I'm working onsite longer than 12-weeks, can I receive a top-up from my supervisor?**

Yes, receiving top-up funding from a BCCHR Investigator-held grant or award is not considered an external funding award. No restrictions are placed on this.

**If I'm graduating in May, am I eligible to apply for the Summer Studentship Award?**

No. Applicants graduating and not returning to continue undergraduate studies in the fall semester are not eligible to apply for funding. Applicants graduating and returning in the fall semester to begin a graduate program are also not eligible to apply for funding.

Undergraduate students graduating in May but enrolled to start medical studies in the Fall are eligible to apply. Undergraduate students graduating in May but returning to pursue another undergraduate degree are also eligible to apply.

**How do I download the application forms?**

The [award application](#) is formatted as a fillable Adobe PDF that can be saved. The application package will download as a Zip file. After clicking the link to download the application, the browser window should ask to "Open" or "Save" the file from bcchr.ca.

If your computer default is set to show PDF files on preview mode or an internet browser window, you will see a 'Please wait...' message. To avoid this, save the application first, open Adobe Acrobat on your desktop, select File > Open to access the application. Alternatively, you can change your default settings.

[Additional Summer Studentship Award questions](#)

## Appendix #5 – Project Relevancy

Funding for BC Children’s Hospital Research Institute Studentships & Fellowships is provided by the *BC Children’s Hospital Foundation*. To be eligible to receive funding, the application must demonstrate the research area has **direct relevance to improving the health of children (individuals 0-18 years of age) and their families.**

Applicants will have the opportunity to prove they meet the criteria on the application form (Page 5 – Research Translation). **Applications that do not adequately demonstrate the project relevance to improving the health of children and their families will NOT be assessed by the Research Awards Committee and will be INELIGIBLE for funding.** All decisions on criteria eligibility will be made by BCCHR Leadership and considered final.

**Can you adequately demonstrate that the project meets at least one of the following criteria, is - ?**


- Striving to improve treatments or find cures for a childhood disease or disorder?
- Studying the social effects of disease on the family?
- Studying the developmental origins of childhood health and disease?
- Advancing knowledge of child health and development?
- Helping to inform policy and practices that impacts children and their families?
- Working to develop breakthrough technologies that will improve the well-being of children?
- Improving health outcomes for children?
- Enabling children and families to live a healthier life?
- A sample or population of study include children and/or families with children?

**Relevant project examples**

Below is a list of research projects that typically meet the funding criteria. If you are unsure if your research project has direct relevance to improving the health of children and their families, contact [resinfo@bcchr.ca](mailto:resinfo@bcchr.ca) for more information.

- Research projects that adequately demonstrate improving the mental health or wellbeing of children.
- Research projects that adequately address the social impacts on families with children 0-18 years of age.
- Research projects that address gaps in healthcare access/clinical knowledge, injury prevention or social structures that directly impact children.
- Research projects on maternal or fetal health that adequately address how early development plays a critical role in the health of children later in life.
- Research projects on reproductive health that adequately address the origins of childhood health and disease.
- Global health research projects that work to improve children’s health world-wide with potential implications for local children and their families.
- Research projects that adequately demonstrate how genetic, biological, social, and environmental factors are determinants of child health before birth and in childhood.

**Projects that will NOT be considered**

- **Research projects focused on**  **that do not adequately address**
  - adult health disorders or disease (ie. Parkinson’s, Alzheimer’s disease, Huntington’s disease, ovarian cancer, breast cancer, etc.)
  - women’s health issues (ie. contraception, pregnancy management, abortion, endometriosis, etc.)
  - adult substance abuse problems
  - the social effects of the disorder or disease on children 0-18 OR
  - how uncovering mechanisms of the disease or a deeper understanding of the disease may lead to developing new testing/diagnose for childhood diseases or disorders in the future.
- Research projects focused on environmental concerns that do not adequately address the relevant impacts on health outcomes for children or their families.
- Research projects focused on an adult community/adult data set that do not adequately address the relevant impacts on health outcomes for children.
- Research projects focused on reproductive health that do not adequately address developmental origins or the relevant impacts on health outcomes for children.