



# Summer Studentship Application Guidelines

*Last Updated: August 2023*

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

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## Award Summary

<b>Award Description</b>	Summer Studentship Awards at BC Children’s Hospital are intended to support highly qualified undergraduate and medical students interested in completing a research project in any health-related research area that has direct relevance to improving the health of children and their families.
<b>Stipend</b>	8 weeks - \$4,000   10 weeks - \$5,000   12 weeks - \$6,000
<b>Deadline</b>	Friday, January 26, 2024
<b>Award Term</b>	May to August 2024
<b>Application Form</b>	<a href="https://bcchr.slideroom.com/">https://bcchr.slideroom.com/</a>
<b>Support Documents</b>	<a href="#">Award Guidelines</a>   <a href="#">Submitting an Application</a>
<b>Questions</b>	<a href="mailto:resinfo@bcchr.ca">resinfo@bcchr.ca</a>

**UBC’s Research Project Information Form (RPIF) is no longer required when submitting a BCCHR Summer Studentship application.** If funded, the supervisor will be required to submit an RPIF in order to set up the award.

## Award Eligibility

Applications will be accepted for projects that include:

- Active in-person engagement** in research on the BC Children's Hospital and BC Women's Hospital + Health Centre campus **OR**
- Can be completed **remotely** within Canada, but not on the BC Children's Hospital and BC Women's Hospital + Health Centre campus.

To be eligible, the applicant **must meet** the following eligibility criteria:

- Is a current undergraduate or medical student registered at a recognized university.
- Is 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.*
- Has a proposed research project that has direct relevance to improving the health of children and families.
- For projects that include **active in-person research engagement** at BC Children's Hospital and BC Women's Hospital + Health Centre campus: the applicant must be 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 **OR***
- For projects that can be completed **remotely** within Canada, but not on the BC Children's Hospital and BC Women's Hospital + Health Centre campus: the applicant must be 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.*
- Be the only student applying with the proposed BCCHR Investigator. A BCCHR Investigator may only be listed on **ONE** application submitted for a 2024 summer studentship award.
- Is only submitting **ONE** application for the 2024 summer studentship award. An applicant may only be listed on **ONE** application submitted for a 2024 summer studentship award.

Applicants **are not** eligible for funding if they meet any of the following criteria:

- Is supervised by a BCCHR Affiliate Investigator.
- Engaged in a research project that does not have direct relevance to improving the health of children and their families.
- Has graduated and is not returning to school in the Fall to continue their current academic program.

Students who have previously received a Summer Studentship award are eligible to reapply with the same or different supervisor.

## 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 2024 program will be 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 Summer Student Research Program in June and July. **Studentships may be withdrawn if the applicant does not participate in the Research Education Program.**

The 2024 program is scheduled to start on **Monday, June 3, 2024** and end on **Friday, July 26, 2024**. 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	\$4,000	Start date between: May 20 & June 17, 2024 End date between: July 12 & August 9, 2024
10 Weeks	\$5,000	Start date between: May 6 & June 19, 2024 End date between: July 17 & August 23, 2024
12 Weeks	\$6,000	Start date between: May 6 & June 3, 2024 End date between: July 26 & August 23, 2024

- 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 \$6,000 for 12 weeks, and the MITACS Accelerate Program requires a \$7,500 match for a 4+ month project. [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 additional sources, other than an external award or other studentship during the same BCCHR studentship award period.

This includes, but isn't limited to, any second job outside research or a work learn position 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.

## Resources

The BCCHR Investigator is expected to provide whatever space, supplies or resources the applicant requires to complete the project (in-person or remotely). No research allowance is provided with this award.

## 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](#).

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

## Application Submission

The complete application package can be submitted electronically at <https://bcchr.slideroom.com/>.

## Competition Results

Results of the Summer Studentship awards will be sent to the applicant and primary supervisor by May 1, 2024.

## Application Deadline

The closing date for submitting a COMPLETE application package online (<https://bcchr.slideroom.com>) is **Friday, January 26, 2024**.

## 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
<b>Total</b>	<b>12</b>	<i>Applications with scores of 6 or less are ineligible for funding</i>

\*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 2023, **6 top-ranked applicants declined BCCHR funding** and funding was awarded to the next ranked student.

	2023			
	Applications	Funded Applications		
		# Funded	GPA	Scoring Range
Applications from:				
Undergraduate – 1 <sup>st</sup> Year	7	5	<i>N/A, GPA no longer included with application</i>	7 – 11
Undergraduate – 2 <sup>nd</sup> Year	5	2		
Undergraduate – 3 <sup>rd</sup> Year	18	10		
Undergraduate – 4 <sup>th</sup> Year*	6	3		
Medical Students	13	9		
<i>Total</i>	49	29		

	2022			
	Applications	Funded Applications		
		# Funded	GPA	Scoring Range
Applications from:				
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/            | Bioengineering | Food/Nutrition |
| Chemistry/Biochemistry | Integrated Sciences | Psychology     | Engineering    |
| Microbiology           | Molecular Biology   | Kinesiology    | Neuroscience   |
| Biomedical Engineering | Medicine/           | Physics        | Pharmacology   |
|                        | MD Undergraduate    | Immunology     |                |



## Appendix #2 – Identifying Potential Supervisors

Before the summer studentship award application is submitted, the applicant must have confirmed a 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](#)

[Brain, Behaviour & Development](#)

[Healthy Starts](#)

[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.*

<p>Web profile of an eligible supervisor lists:</p> <p><b>Investigator, BC Children's Hospital</b></p>	<p>Web profile - <b>Investigator, BC Children's Hospital Lead, Childhood Diseases Research</b></p> <p>Theme Childhood Diseases</p> <p>Academic Affiliations Professor, Department of Surgery, Faculty of Medicine, University of British Columbia</p> <p>Research Theme Childhood Diseases</p> <p>Research Group Childhood Cancer &amp; Blood Research Diabetes Immunity in Health &amp; Disease Rare Diseases</p> <p>Overview 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.</p>
<p>Web profile of an <b>ineligible</b> supervisor lists:</p> <p><b>Affiliate Investigator, BC Children's Hospital</b></p>	<p>Web profile - <b>Affiliate Investigator, BC Children's Hospital</b></p> <p>Canada Research Chair in the Head, Program in Developmental Cognitive Neuroscience, Department of Psychiatry, University of British Columbia</p> <p>Academic Affiliations Professor, Developmental Cognitive Neuroscience, Department of Psychiatry, Faculty of Medicine, University of British Columbia Professor, Division of Child &amp; Adolescent Psychiatry, Department of Psychiatry, Faculty of Medicine, University of British Columbia</p> <p>Research Theme Brain, Behaviour &amp; Development</p> <p>Overview 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.</p>

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 2024 summer studentship award. Applicants may only be listed on **ONE** application submitted for a 2024 summer studentship award.

### [Additional tips for finding a supervisor](#)

## Appendix #3 – 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 4 – Research Project Relevance to Child and Family Health). **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.

## 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 applicant 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, eligible 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.

### [Additional Summer Studentship Award questions](#)