**Faculty of Arts and Humanities**

**Western Undergraduate Summer Research Internships (2024)**

**Application Form**

**Overview**

The Western Undergraduate Summer Research Internships (USRIs) provide undergraduate students with engaged research experiences under the mentorship of a faculty member. They are intended to stimulate undergraduate students’ interest in research through direct exposure and hands-on experiences conducting research.

The USRI program is open to all eligible undergraduate students. To address Western’s commitment to equity, diversity, inclusion, and decolonization, we especially encourage applicants who identify as a woman, Indigenous person, member of a racialized community, person with a disability, or who identify as 2SLGBTQ+. Individuals can choose to self-identify in their application as belonging to one or more of these designated groups, and we will take this information into account when adjudicating applications and when we review the success of this program.

We recognize that many students are not already involved in research with faculty members, and this can often be a barrier to accessing the USRI program. To increase opportunities to all students, we are providing two options in this application. *Matched*: students may match themselves to supervisors and apply jointly for the USRI. *Unmatched*: students may apply independently and will be matched by their home department to a supervisor and project. Rankings will not be influenced by which option a student has chosen.

**Value and Duration**

USRIs are valued at a minimum of $9,268 for a 16-week term May through August 2024.

**Supervisor Eligibility**

* The lead supervisor must hold their primary research-eligible appointment in Arts and Humanities. Co-supervisors, if requested, do not need to hold a research-eligible appointment in Arts and Humanities.
* Participation in program evaluation at the end of the summer (details to follow) is a condition of funding.
* Participation in at least one EDID workshop presented by Western’s Knowledge Exchange, Impact and EDI-D in Research staff is strongly recommended.
* Participation in the end-of-summer virtual exhibition event is encouraged and welcomed.

**Student Eligibility**

* Students must have been enrolled at Western in an undergraduate program in Winter 2024, and preference will be given to students who plan to attend Western in Fall 2024 (see full adjudication criteria below).
* Students must be available to participate in research activity as described in the proposal for 16 weeks between May 1 and August 31, 2024; specific dates and levels of research engagement will be determined collaboratively with the faculty supervisor through the individual learning plan.
* The hours per week devoted to this work is based on scholarly outcomes. Vacation and sick days are not built into the internship and should be discussed with the respective supervisors.
* Participation in program evaluation is a condition of funding.
* Participation in program objectives is also a condition of the funding.

**Research Project**

* Research activity plans must adhere to current Western University guidance on research activities (https://www.uwo.ca/research/covid19\_updates.html)
* All research proposals involving ethics (human participants) and/or animal subjects must be approved by the appropriate Western certification committee. It is the faculty supervisor’s responsibility to ensure any disclosure of research output is within the bounds of their approved ethics.

**Adjudication**

Departments will screen applications for eligibility, and rank them on the basis of

* Student’s academic record as reflected in the provided unofficial transcript
* Clarity and feasibility of the proposed research (Matched applicants) or the ability to match the student to an appropriate supervisor (Unmatched applicants)
* Enrolment status as of fall 2024, with preference to
  + 3rd year students continuing at Western
  + 4th year students returning as special student or graduate studies
  + 1st and 2nd year students
  + 4th year students not returning to Western will receive reduced consideration

Additional consideration will be given to students self-identifying as belonging to designated groups as described in the Overview section above.

**Additional Information**

Please see the *USRI Program Overview* document for full information about USRI program including frequently asked questions, supervisor and student expectations, and information about the additional required and optional training opportunities for supervisors and interns.

**Due Dates**

* February 23:
  + Last day for students to submit applications to department.
* March 8:
  + Department rankings submitted to the Associate Dean's Office.
* March 15 (tentative):
  + Dean’s office will communicate notice of decisions/waitlist to departments. Departments should communicate results to successful candidates as soon as possible after this date.
* May 1:
  + Earliest date for internships to commence.

**Student information**

To be filled out by the student

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Student number |  |
| Department/Faculty and Program of study |  |
| Year of study as of Winter 2024 |  |
| If you are a member of one or more underrepresented or equity-deserving groups, please feel free to list this information here, or leave blank. |  |
| Mailing Address |  |

*Students should also include an unofficial transcript with their application.*

**Please choose only one of the following:**

Matched Option: Supervisor and student are jointly applying for an internship and have agreed on a project.

Unmatched Option: Student is applying to the internship program and would like to be matched to a supervisor and project in their area of interest.

**Matched Option**

Fill out this section with the proposed supervisor

**Supervisor**

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Department |  |

**Co-Supervisor (if applicable)**

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Department |  |

**Proposal (max 250 words**)

Description of research activity plan with timeline & student duties

|  |
| --- |
|  |

**Unmatched Option**

Fill out this section only if you would like us to match you to a supervisor and project

|  |  |
| --- | --- |
| Please list the general topic(s) of interest you would like to pursue in a USRI project  (1-2 sentences is sufficient) |  |
| Please list up to 5 faculty supervisors you might wish to work with in your internship |  |

**Final Checklist**

Student details

Unofficial transcript attached (electronic copy is acceptable)

Matched *only:*

Supervisor details; including co-supervisor if applicable

Project description (max 250 words)

Unmatched *only:*

Brief description of research topics of interest

List of potential supervisors

Email this form to the department contact (department of the supervisor if matched, department of the student if unmatched)

**Classics**: Jonathan Vickers ([jvicker6@uwo.ca](mailto:jvicker6@uwo.ca))

**English and Writing Studies**: Shelli Hunter [shelli.hunter@uwo.ca](mailto:shelli.hunter@uwo.ca)

**French Studies & Linguistics**: Renée Vachon ([French@uwo.ca](mailto:French@uwo.ca))

**Gender, Sexuality, and Women’s Studies**: Junyu Ke ([jke9@uwo.ca](mailto:jke9@uwo.ca))

**Languages and Cultures**: Dawn Gingrich ([dgingric@uwo.ca](mailto:dgingric@uwo.ca))

**Philosophy**: Elisa Kilbourne ([finelb@uwo.ca](mailto:finelb@uwo.ca))

**School for Advanced Studies in the Humanities (SASAH)**: Aara Suksi ([asuksi@uwo.ca](mailto:asuksi@uwo.ca)).

**Visual Arts**: Linda Meloche ([visarts@uwo.ca](mailto:visarts@uwo.ca))