

**Division of Learning and Teaching Support and Innovation**

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**MEMORANDUM**

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DATE: February 26, 2019

TO: Deans, Associate and Assistant Deans, Directors, Chairs and Undergraduate Advisors

FROM: Laurene Sheilds, Executive Director, Division of Learning and Teaching Support and Innovation (LTSI)

RE: Jamie Cassels Undergraduate Research Awards (JCURA) – Call for Nominations

CC: Valerie Kuehne, David Castle, Lisa Kalynchuk, Nancy Wright, Carolyn Boss, All Admin in Faculties, Departments, Schools eligible for the JCURA

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Dear Colleagues,

This is a call for nominations for the 2019/20 [Jamie Cassels Undergraduate Research Awards \(JCURA\) program](#). Awards of \$1,500 each are available for undergraduate students to undertake research under the mentorship and guidance of a faculty member and present her/his research at the annual JCURA Research Fair. In addition, the students will have the opportunity to submit for online publication their academic poster in the [JCURA poster collection](#) and/or an article in the [Arbutus Review](#).

Eligible students include full-time third-year or fourth-year undergraduate students (normally registered in 12 or more units of study in the winter session of the academic year in which the award is given) who are in excellent academic standing (normally this is a minimum sessional GPA requirement of 7.0) and who satisfy the [general regulations](#) of Student Awards and Financial Aid. Award recipients will undertake a research investigation in dialogue with, and under the mentorship of, a faculty supervisor. Each academic unit is eligible for either 1, 2 or 3 student nominations per year depending on the number of upper year students in the unit. Each unit can determine how many students they are eligible to nominate by checking the [list](#).



We are pleased to announce that the Division of Learning and Teaching Support and Innovation (LTSI) will pilot an initiative with three additional eligibility spaces available specific to Indigenous students and their supervisors. To access these additional eligibility spaces an Indigenous student (with supervisor) should submit their application through their home department and concurrently submit their application directly to the [LTSI](#).

A [single form](#) passes between student applicant, proposed supervisor and the unit Chair/Director or designate. Chairs/Directors do not need to rank the eligible nominees put forward. Also, please do not send more nominees than your academic unit's eligibility limit. We will put out a second call if we have extra awards to distribute.

Units are to submit their nomination(s) to the LTSI by the **deadline of June 30, 2019**. We strongly prefer that units collect all eligible nominations together and submit them in one email. In addition, we ask that all nominations come directly from the Chair/Director or designate, not from the potential supervisor. The LTSI and the Office of Student Awards and Financial Aid will review nominations. Notification of final decisions to students, supervisors and academic unit heads will be sent no later than August 15, 2018.

If you have any other questions about the program, please contact the [LTSI](#).

All the best for a successful undergraduate research year in 2019/20.

Best wishes,

Laurene