



2019-2020

# Undergraduate Student Summer Research Program (USSRP)



Student Handbook  
Updated March 2019

Spring 2019

Dear Student,

Thank you for participating in the fourth Memorial University School of Pharmacy Undergraduate Student Summer Research Program (USSRP). This program is intended to prepare, motivate, encourage and support undergraduate students who want to learn more about research in the School of Pharmacy.

Through your participation in the USSRP, you can gain valuable experience in a variety of pharmacy research areas and use your new skills to forge a pathway toward a professional career in practice, teaching, or research. As a USSRP participant, you will work one-on-one with a faculty member and become immersed in a summer research project of interest to you. You will also learn first-hand about graduate programs at the School of Pharmacy and career opportunities that this training affords.

I hope that you enjoy your time here in the School of Pharmacy. Please contact me at 864-2315 or [hliu@mun.ca](mailto:hliu@mun.ca) if you have any questions.

Best wishes for a productive and rewarding summer!



Dr. Hu Liu  
Associate Dean, Graduate Studies & Research

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## Undergraduate Student Summer Research Program (USSRP)

### Key points:

- Open to undergraduate students in good standing at Memorial University.
- Open to students from any discipline with relevance to pharmacy research.
- Projects are 2-4 months long and can take place anytime between May and August.
- Students may receive full or partial funding support from the School of Pharmacy.
- Each student presents a poster at the Pharmacists Association of Newfoundland and Labrador (PANL) conference held in the Fall. (\*new for 2019)
- Each student presents a final research summary at the Annual Summer Student Forum held in the Fall.
- Each student presents a poster at the School of Pharmacy Research Day in February/March.
- Each student receives a Certificate of Participation upon completion of the program.

### Timelines:

- Mid-March: Supervisor/student matches begin
- Late-March: School of Pharmacy award deadline
- May-August: Research conducted
- Early September: Annual Summer Student Forum – oral presentation

- Mid to late September: Pharmacists Association of Newfoundland and Labrador (PANL) conference – poster presentation
- Following Winter: School of Pharmacy Research Day – poster presentation

## Overview

Memorial University's School of Pharmacy has an exceptional Undergraduate Student Summer Research Program (USSRP) that provides an opportunity for undergraduate students to become involved in pharmacy research projects across a broad range of disciplines.

The USSRP is open to students in good standing at Memorial University who are enrolled as an undergraduate in any discipline with relevance to pharmacy research. This includes pharmacy, biology, chemistry, biochemistry, psychology, computer science, mathematics and statistics, engineering, economics, education, medicine, social work, and nursing, among others.

The USSRP supports the School of Pharmacy vision to pursue excellence and innovation in research activities, to increase undergraduate student engagement in research, and to increase graduate student enrollment in Pharmacy. The USSRP is a wonderful opportunity and a great platform for students to work with distinguished faculty members, develop sound research methodologies and experience excellent mentorship.

## Program Structure

USSRP participants receive an immersive experience in a laboratory or practice-based setting under the supervision of a faculty member holding a primary academic appointment in the School of Pharmacy.

Participants selected for the program work on a research project for up to 16 weeks in the summer (generally May-August). Specific start and end dates are arranged directly with the hiring faculty member.

## Eligibility

USSRP participants must be pursuing an undergraduate degree in a field relevant to research in the School of Pharmacy. Students who have completed at least one year of full-time undergraduate studies at Memorial University are eligible to participate in the USSRP.

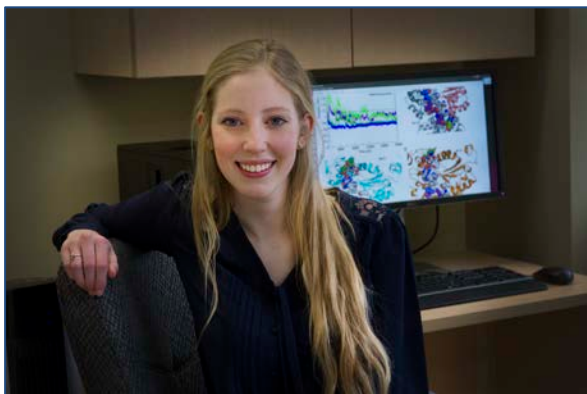
Students currently registered in a Master's or PhD program are not eligible for the USSRP. Current and prospective graduate students should visit this link for more information on graduate programs and support: <http://www.mun.ca/pharmacy/programs/graduate/>

No minimum grade point average (GPA) is required to apply to the program. However, please note that these positions are *highly competitive*, and therefore a strong GPA is advantageous. Typically, students should have a 75% average or above in their last ten courses.

## Supervisor Match

Students should initiate the student/supervisor match before submitting an application to USSRP or to any of the funding programs, and should speak to potential supervisors well in advance of any award deadlines.

Students who are able to secure a supervisor but whose applications do not meet the minimum eligibility requirements will not be considered for funding, but are welcome to participate in the USSRP if funding can be secured through other sources (see below, Funding Structure).



Each USSRP participant will work with a School of Pharmacy faculty mentor, with special expertise and interests matched as closely as possible to the student's research interests and career goals. Students will either assist the faculty member in an ongoing research project or work collaboratively to design a new project of mutual interest. Faculty members' research interests may be reviewed anytime at: <https://www.mun.ca/pharmacy/research/>

## Remuneration and Work Hours

Students will receive \$5000 - \$7000 for the summer. This amount may vary depending on the duration of the specific research project, as well as the sources of funding. The hours of work are typically Monday to Friday from 9 a.m. to 5 p.m. This may vary slightly with each research project.

## Funding Structure

The following funding options are available to students accepted to the USSRP program. Funding is subject to availability. *This is a competitive process and is not guaranteed.* For more information on funding for USSRP projects, please contact Dr. Hu Liu at 864-2315 or [hliu@mun.ca](mailto:hliu@mun.ca).

**OPTION #1: Internal funding.** USSRP stipend provided through supervisor's research grant(s).

**OPTION #2: External funding.** USSRP stipend provided through an external award (e.g., NSERC Undergraduate Summer Research Award, University Student Summer Internship Program, etc.). Students are responsible for applying to these programs.

For a list of external awards, or for more information on application processes, please contact your faculty supervisor or the School of Pharmacy Grants Facilitation Officer, Ms. Kristine Day, at 864-2030 / [kristine.day@mun.ca](mailto:kristine.day@mun.ca).

**Please note:** If an award is intended to be held in the School of Pharmacy, applications must be approved by the acting Associate Dean of Graduate Studies & Research, Dr. Hu Liu. Please allow a minimum of 2

working days before the final deadline to collect all appropriate signatures.

**OPTION #3: School of Pharmacy awards.** USSRP support is provided through the award(s) listed below. Students are responsible for applying.

## School of Pharmacy Undergraduate Student Research Awards

A number of generous supporters have provided awards for the School of Pharmacy USSRP. Students may be able to apply to one or all of these funding opportunities in 2019:

### Loomis Undergraduate Research Award in Pharmacy

(One \$2500 award is available; the supervisor is to contribute 1:1 match funding)

Application deadlines are typically in **mid-March**, but may vary slightly from year to year. Details will be posted here: <http://www.mun.ca/pharmacy/research/ussrp.php>

### CRITERIA:

Applications for these awards will be judged by a sub-committee of the School of Pharmacy Graduate Studies and Research committee as follows:

1. Student achievements (transcripts, awards/fellowships, recognitions/distinctions)
2. Student's previous experience in proposed area of research
3. Strength of proposal describing the expected value of the research experience
  - a. Opportunity to grow knowledge in the area of health or biomedical research
  - b. Opportunity to acquire specific and/or transferable research skills
  - c. Feasibility of completing the proposed project within the identified time frame

## Student Responsibilities

In addition to completing a research project, USSRP participants will be expected to participate in group meetings and research-in-progress sessions.

This may include:

- presentations and discussions led by supervisors and graduate students
- research team meetings
- journal clubs
- networking opportunities, and/or
- appropriate clinical research rounds.

*Annual Summer Student Forum:* The first knowledge dissemination event of the program is the Annual Summer Student Forum in early September, where USSRP students will deliver an oral presentation

summarizing their research findings.

*Pharmacists Association of Newfoundland and Labrador (PANL) conference:* The PANL conference is held in the Fall, typically in the third week of September. Each student will be asked to present a poster at the conference to showcase the research being conducted here in the School of Pharmacy. Presenters will have their registration fees waived for that day of the conference. Dr. Cathy Balsom ([catherineb@mun.ca](mailto:catherineb@mun.ca); 864-8097) will answer any questions you have related to the PANL poster session.

*School of Pharmacy Research Day:* USSRP participants are also expected to present a poster at the School of Pharmacy Research Day, held annually in February/March. Highlights of the Research Day include presentations by distinguished speakers, undergraduate and graduate student poster displays, and undergraduate awards for excellence in research. This is the final knowledge dissemination event of the USSRP.

USSRP participants who present a poster at the Research Day will be eligible for these awards:

- Glaxo-Smith Kline Undergraduate Pharmacy Research Poster Fellowship
  - This award is valued at \$1,250.00 and allows 1 undergraduate student to present his/her poster at the Annual Meeting of the Canadian Society for Pharmaceutical Sciences (CSPS).
- The School of Pharmacy Undergraduate Research Poster Award
  - This award is valued at \$200.00 (cash award).
- The SoP's nominee to compete for the Association of Faculties of Pharmacy of Canada (AFPC)/Council for Continuing Pharmaceutical Education's Pharmacy Student Research Poster Award
  - The winning student's abstract will be submitted to the AFPC. Student submissions will be adjudicated and 3 students from Faculties, Colleges or Schools of Pharmacy across Canada will be invited to present a research poster at the AFPC annual meeting. If selected, the student's expenses for conference registration, accommodations and travel will be covered by AFPC.

All students will receive a Certificate of Participation after successful completion of the USSRP.

## Supervisor Responsibilities

Supervisors must ensure that students are fully aware of what is expected over the duration of the program, and that they receive the appropriate training to complete the project. The supervisor is also responsible for obtaining ethics approval or certification for research involving human participants, animals or biohazards prior to starting any such research. To ensure the safety and confidentiality of those affiliated with the School of Pharmacy, all USSRP students are required to complete some degree of training in safety, privacy, and workplace policies. Specific training requirements will be determined by the supervisor.

## Program Evaluation

As a condition of acceptance into the program, USSRP participants may be asked to provide feedback on the

program and/or to provide updated information on their educational and career activities. This tracking is done to evaluate the effectiveness of the USSRP. This evaluation is critical in order to maintain continuing funding for USSRP. Any information collected will remain strictly confidential.