



Office of the Vice Principal
Research
Office of Research Services

Graduate Student Awards for Excellence in Research and/or Creative Scholarly Activity

<u>Procedure</u>	<u>Deadline</u>
Nominator submits Nomination Letter to the Dean	December 15, 2017
Nominator submits curriculum vitae & supporting materials to the Dean	January 5, 2018
Dean submits nomination packages to the Office of Research Services	NOON January 19, 2018

Purpose: The purpose of the award is to honour graduate student excellence in research and/or creative scholarly activity at UBC’s Okanagan campus.

Award: There are two awards (value to be determined); one award to be provided to a Masters level student and one award to be provided to a PhD level student. The awards will be presented annually.

Award Responsibilities: Award recipients may be expected to make a public presentation on their research.

Eligibility: Any graduate student (Masters or PhD) enrolled at UBC Okanagan is eligible for the award.

Nominations: Faculty, deans, unit heads, alumni and students are invited to submit nominations. Students may not apply for the Award on their own behalf. Committee members may not submit nominations nor may they provide letters of support for nomination files.

Criteria: This award is given to both a Masters level student and a PhD level student who have made a significant contribution to research and/or creative scholarly activity during his or her time at UBC’s Okanagan campus.

The award will recognize strengths in one or more of the following criteria:

- A significant breakthrough in research
- A distinguished record of research
- Development of an interdisciplinary approach to research
- A significant contribution to a research community or agency

Administration: The selection committee will be co-chaired by the Vice-Principal Research and the Dean, College of Graduate and Post Doctoral Studies (or delegate) and may include past award recipients of the Researcher of the Year award. Adjudication will be based on the award criteria.

Nominations and supporting documentation: Nominators will complete all documentation and submit it to the Dean of the nominee's Faculty. Nominators must provide the following to the nominee's Dean:

- Letter of Nomination
- Completed nomination form
- The nominee's Curriculum Vitae, including an up-to- date complete list and samples of his or her publications if applicable
- Half page impact statement of the nominees work
- Letters of support, which are deemed crucial in the selection process; letters should be objective assessments of the nominee's suitability for the award. Please note that committee members may not provide letters of support for nomination files.

Application Submission (SEE DEADLINES ON FIRST PAGE)

Step 1: Nominators:

Please submit the nomination letter to the nominee's Dean's office by the required deadline.

Step 2: Nominators:

Please submit the original, complete nomination package and required attachments, along with an electronic copy to the Dean of the nominee's faculty by the required deadline.

Step 3: Dean's Office:

The Office of the Dean is required to submit all documentation, including any additional information the Dean wishes to include, to the Office of Research Services at UBC Okanagan. The application must be received by Noon on the deadline day.

**Office of Research Services, UBC Okanagan Campus
Attention: Danielle Lamb, Awards and Communication Officer
FIP 336**

Late applications/nominations will NOT be accepted.