

## URO Program Frequently Asked Questions

URO eligibility-related questions:

**1. Are soon-to-graduate fourth-year students eligible to apply to the URO program?**

Yes, soon-to-graduate fourth-year students are eligible to apply for the URO program, but priority will be given to second and third-year students.

**2. Are students who will graduate in June and are not enrolled in any courses in the current term eligible to apply for the program?**

No, they are not eligible to apply. The preference is for the undergraduate student to be enrolled full-time for the entire academic year.

**3. Are students who are enrolled in full-time course loads but technically in a part-time major eligible?**

If the student is taking four courses and, therefore, has a full-time load, then the student is eligible to apply.

**4. Does the student have to be enrolled full-time for the entire academic year?**

Normally, the student should be enrolled full-time for the entire academic year.

**5. Are part-time students eligible to apply to the URO program?**

The preference is for undergraduates to be enrolled full-time for the entire academic year. However, the OVPRI and faculties recognize that circumstances may exist where part-time students can justify why they should be eligible for the program. Supervisors will need to provide a rationale in the supervisor form.

**6. Can a student who doesn't meet the cumulative GPA requirements for the URO be considered if the supervisor wishes to work with the student anyway?**

The URO program is, first and foremost, a student award intended to recognize the excellence of TMU students. As a competitive program, only a handful of awards are available per faculty. As such, the URO program requires that students (at a minimum) have a cumulative GPA greater than 3.0.

Please note that the "excellence of the student" is further adjudicated as a specific criterion on a faculty-by-faculty basis. It is, therefore, recommended that any questions on this matter be directed to your relevant [faculty contact](#).

**7. Can students apply to work with a supervisor from another faculty?**

Due to the limited number of URO awards available, preference is given to students applying to work with a supervisor from their faculty. However, if cross-faculty collaborations are considered, applicants of the program are referred to their faculty's Associate Dean (Research) for advice.

**8. Which faculty URO program would the student apply to if the student and supervisor are from different faculties?**

If cross-faculty collaborations are considered, applicants to the program are referred to their faculty's Associate Dean (Research) for advice.

**9. Can a student apply to work on multiple projects and/or with multiple supervisors?**

No, students are limited to one application for one URO opportunity only.

**10. Are international undergraduate students eligible to apply?**

Yes, international undergraduate students are eligible to apply as long as they meet the faculty URO program guidelines.

**11. Could a student apply with a supervisor who had a URO student for a different SRC project the year before?**

The program guidelines do not stipulate against this. However, it is at the discretion of the faculty if they wish to add additional criteria/restrictions to their program guidelines.

**12. Can students participate in the URO program for more than one year with the same supervisor?**

Yes. A student may apply to work with the same supervisor again, provided they meet the program guidelines. Applications will be adjudicated at the faculty level.

**13. Who do I contact if I have any URO eligibility-related questions?**

Please submit any questions to your [faculty contact](#).

URO adjudication-related questions:

**14. How and where are URO applications adjudicated?**

The URO program is adjudicated at the faculty level, where each faculty announces the call for proposals, reviews submissions and selects their faculty's URO grant recipients. Students and supervisors are required to complete the application form together, which is then submitted and adjudicated by the supervisor's respective faculty adjudication committee.

**15. What if more than one student applies with the same supervisor for the URO?**

This outcome is at the discretion of the Faculty Adjudication Committee. The committee will assess the awards distribution and consider the supervisor's capacity to provide high-quality supervision to more than one undergraduate student.

**16. Is there an appeal process to make an exception with the cumulative GPA criteria or any program criteria?**

The URO program is, first and foremost, a student award intended to recognize the excellence of TMU students. As a highly competitive program, only a handful of awards are available per faculty. As such, the URO program requires that students (at a minimum) have a cumulative GPA of 3.0 or greater. Please note that the "excellence of the student" is further adjudicated as a specific criterion on a faculty-by-faculty basis. Therefore, it is recommended that any questions on this matter be directed to your relevant [faculty contact](#).

The OVPRI does not have an appeal mechanism because we don't manage the individual URO programs. As such, the OVPRI defers the decision to the faculty URO program administrators and/or Faculty Adjudication Committee.

**17. Who do I contact if I have any URO adjudication-related questions?**

Please submit any questions to your [faculty contact](#).

URO award-related questions:

**18. Can a student hold a URO award and another student position on campus?**

No. The award cannot be held concurrently with another paid research-related student position at the University.

**19. Is there a student-supervisor mutual expectations checklist that I should be aware of?**

Yes, all students and supervisors are required to discuss the mutual expectations between both parties, as highlighted in the URO Student-Supervisor Mutual Expectations Checklist.

The checklist must be signed by both the student and supervisor and retained by the supervisor.

**20. An awarded student is unable to take up the URO award. Can it be transferred to another student?**

No. URO awards are non-transferable. Please note that the URO award belongs specifically to the student and is not a faculty member's award. If the initially awarded student cannot take up the position, it is the responsibility of the adjudication committee to award another adjudicated student (who will pursue the opportunity with their supervisor).

**21. Who do I contact if I have any URO award-related questions?**

Please submit any questions to your [faculty contact](#).

## URO Workshop and Showcase-related questions:

### **22. Do I have to participate in the URO Workshop?**

Yes. The Workshop is a mandatory requirement of the URO program. The URO student agrees to participate in the Workshop when they accept the award.

The URO Workshop is hosted by the Office of the Vice-President, Research and Innovation, in collaboration with the TMU Library, to provide students with an opportunity to learn important and valuable research presentation skills and to help prepare for the URO Showcase.

### **23. Do I have to participate in the URO Showcase?**

Yes. The Showcase is a mandatory requirement of the URO program. The URO student agrees to participate in the Showcase when they accept the award.

The URO Showcase is hosted by the Office of the Vice-President, Research and Innovation, in collaboration with the TMU Library, to help promote undergraduate research at TMU. The Showcase is a valuable opportunity for students to learn important research-related skills and to prepare for academic and career development.

### **24. What can I expect at the URO Showcase?**

As a traditional poster showcase format, the event is fairly informal. There are no set presentation times for URO participants. Attendees (staff and faculty) will be walking around the room and have an opportunity to engage with students about their projects individually at their assigned locations.

### **25. Who will I be presenting my research project to?**

Students will present their research to faculty, supervisors, staff, and other students presenting during the session.

### **26. Are there any specific poster requirements?**

Posters should be printed on hardback in order to be displayed on freestanding poster easels.

### **27. Is there a template I can use for the poster presentation?**

The URO Workshop provides students with an opportunity to learn important and valuable research presentation skills and help prepare for the URO Showcase, including information on poster layout. Please contact your supervisor for further guidance.

### **28. What citation style should I use?**

Citation style varies across disciplines. Check with your supervisor to determine what citation style you should use.

### **29. Where can I find examples of posters?**

Students can access the [Toronto Metropolitan University Library Digital Repository](#) to view projects from the previous URO cohort.

**30. Where can I get my poster printed?**

Printing services are available through [CopyRITE Printing Service](#) at the Toronto Metropolitan Student Union (TMSU).

**31. Is there any support for poster printing costs?**

Yes, supervisors are responsible for the costs associated with printing posters, so it is advised that you connect with them directly.

**32. Will my showcase poster/presentation assets be shared publicly?**

URO students can opt to add their poster/presentation as a PDF version to the [TMU Library Digital Repository](#).

**33. I have a class conflict that goes through the entirety of the URO Showcase. What should I do?**

If you have a class conflicting with the URO Showcase, it is suggested that you speak with your supervisor and the course instructor to see if an accommodation may be made to allow you to attend part, if not all, of the event.

While we state that the Showcase is mandatory, it is there to provide you with the experience of presenting research to a large audience and to add this important skill set to your resume. In essence, it is the culmination of your hard work over the summer, and to miss it would be a disservice to your URO award. If, however, this is not possible, your presentation can be set up beforehand and remain in place in your absence.

**34. Can I invite my family to the URO Showcase?**

Yes, additional guests are welcome to attend.

**35. Who do I contact if I have any URO Showcase-related questions?**

Please submit any questions to your [faculty contact](#).