



Department of Pathology & Laboratory Medicine  
Faculty of Medicine  
G227- 2211 Wesbrook Mall  
Vancouver, B.C. Canada V6T 2B5  
<http://www.grad.pathology.ubc.ca>

**SUMMER STUDENT FELLOWSHIP PROGRAM  
COMPETITION FOR UNDERGRADUATE STUDENTS  
2024 APPLICATION**

**STUDENT INFORMATION FORM  
THIS PAGE TO BE COMPLETED BY THE STUDENT**

PROGRAM DESCRIPTION

The Summer Student Fellowship Program\* of the Department of Pathology and Laboratory Medicine, UBC Faculty of Medicine, has been established for the purpose of providing undergraduate medical and non-medical undergraduate students with either research or clinical experiences in Pathology and Laboratory Medicine under supervision and mentorship of the Department's Faculty.

**\*Please note that due to COVID-19 opportunities for these awards can only be made available where laboratories have COVID 19 safety plans that will allow the students to safely work in the laboratory or are able to support the students working remotely.**

**Student Name:**

**UBC Student number:**

**Address:**

**Phone:**

**Email:**

**The UBC Degree Program in which you are currently enrolled:**

## STUDENT APPLICATION GUIDELINES

### ELIGIBILITY:

**Student applicants** must be enrolled and registered in either the Medical undergraduate degree program at UBC or UBCO, or in the Bachelor of Medical Laboratory Sciences at UBC, at the time of application. Each student may apply for only one project.

**Faculty** from the Department of Pathology and Laboratory Medicine are eligible to apply as supervisors. Faculty from other Departments may act as co-supervisors where necessary but are not permitted to act as proxy supervisors. Faculty members from the Academic and Clinical streams are considered on an equal footing, and those from sites within and outside the Lower Mainland can be supervisors. Faculty members cannot submit proposals for more than one student.

### FUNDING:

The funding is for a total of \$4,690.00. The student who accepts funding must be willing and able to commit to either 8 weeks of full-time work (35h/week) or 16 weeks of half-time work (17.5h/week). Students are not permitted to work full-time elsewhere and attempt to do the research in “off-hours”. Please note that the supervisor can elect to extend and/or supplement the award.

### OTHER INFORMATION

Generally, eligible students apply with a prospective supervisor already identified. If you do not have a prospective supervisor identified, please consult the potential supervisor list on the website [here](#).

Supervisors and their students often submit proposals to other award/scholarship/fellowship programs. Funding from this Program cannot overlap with funding from another source if for the same project over the same time-period.

### POST-AWARD

Development of communication skills is a critical component of this program. **As such, each student is expected to summarize the summer fellowship experience in the form of a poster that will be presented at the following year's Pathology Day. The student is also required to submit an abstract to be included in the Pathology Day abstract book via the event portal.** The announcement for the opening of the event portal for submission of poster abstracts will be circulated in April. It is the responsibility of the supervisor to forward the Department's request for Pathology Day abstracts to the student so they can fulfill this obligation. Where possible, students are asked to attend Pathology Day to present the poster in person. The UBC Department of Pathology & Laboratory Medicine could help cover costs related to the printing of one poster to display. **It is the responsibility of supervisors to ensure that students meet the expectations described above.**

### APPLICATION PROCESS

The applicant's UBC transcript will be accessed by the program during the evaluation process.

A description of the research proposal (one page, font 11) including the rationale, study design/method, timeline, and role of the student must be submitted by the prospective supervisor.

Students must submit their application (including the prospective supervisor's forms) by email to [summer.studentships@pathology.ubc.ca](mailto:summer.studentships@pathology.ubc.ca). The application document should be submitted as a single file named as follows: Surname\_GivenName.pdf.

Software required to produce PDFs can be downloaded and installed free of charge from [www.pdfforge.org](http://www.pdfforge.org) and software required to produce zip files can be downloaded and installed free of charge from [www.7-zip.org](http://www.7-zip.org). Open Office and Libre Office can also be used save documents in PDF format.

**APPLICATION DEADLINE: Monday, March 4th, 2024, 4pm.**

Applications cannot be accepted after this date.

Summer Student Fellowships  
UBC Department of Pathology & Laboratory Medicine  
Attn: Heather Cheadle  
[summer.studentships@pathology.ubc.ca](mailto:summer.studentships@pathology.ubc.ca)

By signing below I consent to the University of British Columbia Department of Pathology & Laboratory Medicine accessing my online transcripts.

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**Student Signature**

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**Date**

**SUPERVISOR INFORMATION FORM**  
**THIS PAGE TO BE COMPLETED BY SUPERVISOR**

**Supervisor's Name:**

**Academic Rank:**

**Department/Division:**

**Institution/Location:**

**Phone:**

**Email:**

The UBC Department of Pathology and Laboratory Medicine Summer Student Fellowship Program\* provides \$4,690.00 funding to each student accepted. Student projects may be part of a larger project either externally funded by a granting agency or internally funded by a clinical program, which can partially or fully support the student. Alternative sources of funding must be declared below.

**\*Please note that due to COVID-19 opportunities for these awards can only be made available where laboratories have COVID 19 safety plans that will allow the students to safely work in the laboratory or are able to support the students working remotely.**

## **PROJECT GUIDELINES**

### **ELIGIBILITY:**

The proposed supervisor **must** have a current Clinical or Academic appointment in the UBC Department of Pathology and Laboratory Medicine; each faculty member may submit only one project to the Summer Student Fellowship Program. Faculty members from the Academic and Clinical streams are considered on an equal footing; Faculty can be located within or outside the Lower Mainland.

### **FUNDING:**

The UBC Department of Pathology and Laboratory Medicine Summer Student Fellowship Program funding is for a total of \$4,690.00. The student who accepts funding must be willing and able to commit to either 8 weeks of full-time work (35h/week) or 16 weeks of half-time work (17.5h/week). Students are not permitted to work full-time elsewhere and attempt to do the research in "off-hours". Please note that the supervisor can elect to extend and/or supplement the award.

### **OTHER INFORMATION:**

#### **POST-AWARD**

Development of communication skills is a critical component of this program. **As such, each student is expected to summarize the summer fellowship experience in the form of a poster that will be presented at the following year's Pathology Day. The student is also required to submit an abstract to be included in the Pathology Day abstract book via the event portal.** The announcement for the opening of the event portal for submission of poster abstracts will be circulated in April. It is the responsibility of the supervisor to forward the Department's request for Pathology Day abstracts to the student so they can fulfill this obligation. Where possible, students are asked to attend Pathology Day to present the poster in person. The UBC Department of Pathology &

Laboratory Medicine could help cover costs related to the printing of one poster to display. **It is the responsibility of supervisors to ensure that students meet the expectations described above.**

#### APPLICATION PROCESS

The attached Abstract Form **must** be completed by the Supervisor in consultation with the student. There must be a clear, rational/scientific objective, and the role of the student must be defined. References from the literature can be included on an additional page.

Fellow faculty members who may lack expertise in your area of research or clinical focus will review the applications. Please consider readability across disciplines.

The supervisor **must** insure proper mentoring and involvement in the student's summer research project and/or clinical experience.

The project **must** be of limited scope so that the student can reasonably complete the project in the summer period. Students should not simply be used as "an extra pair of hands" on a long-term project. Projects that appear out of scope for the timeframe will be rejected. For example, projects requiring ethics approval **should** obtain ethics approval **before** the student begins the project.

The Abstract Form must not exceed one page (single spacing, font 11) but references can appear on a second page.

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**Supervisor's Signature**

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**Date**

**ABSTRACT FORM**

*THIS PAGE TO BE COMPLETED BY SUPERVISOR*

**Project Type (Clinical or Basic Science):**

**Title of Project/Experience:**

**Hypothesis/Specific Aims (If Applicable):**

**Background and Experimental Approach/Clinical Experience Planned:**

**Role of the Student:**