Summer/Winter Research Program
Guidelines for Students
About

The Summer and Winter Research Programs are coordinated by the Student Employability Centre in conjunction with UQ research units, and provide an opportunity for students to gain research experience working alongside some of the university’s leading academics and researchers.

By participating in the program(s) student’s will gain:

• an opportunity to develop new academic and professional skills to enhance employability;
• experience in research as a ‘test-drive’ before embarking on future research studies;
• access to research networks and connections with staff and postgraduate students;
• supervision by world-class UQ researchers;
• access to world-class facilities; and
• the possibility of obtaining credit towards your degree or the Employability Award.

Summer projects are available for 6-10 weeks over the Summer vacation period (November - February).

Winter projects are available for between 4-5 weeks over the Winter vacation period (June - July).

Eligibility requirements

An applicant is eligible to participate in the Summer and/or Winter Research Program and be considered for the award of a scholarship if:

a) They are currently enrolled in an undergraduate, honours or masters by coursework program at UQ; and
b) They remain an enrolled student at UQ for the duration of the Summer and/or Winter Research program; and
c) They are studying for a degree relevant to the research discipline; and
d) They have a high level of academic achievement during their undergraduate degree.

Due to graduate?

If an applicant is graduating in the same semester that the Summer and/or Winter Research program is due to commence they will not be eligible to apply as their enrolment will cease upon graduation and therefore will not meet condition (b) above. If an applicant is graduating and commencing further study at UQ, they must maintain their enrolment status at UQ to be eligible to participate.

To check when your enrolment status starts/ends, please contact the Student Centre.

Available projects

The Summer and Winter Research Programs are offered by a number of UQ schools, research centres and institutes during the Summer and Winter vacation period. Links to participating units, available projects and research unit coordinator contacts are available at employability.uq.edu.au/summer-winter-research

If an applicant would like to undertake a project that is not listed they may approach a researcher directly to propose a project for inclusion. The decision to advertise and fund the project is at the discretion of the research unit and a proposal will need to be submitted to the research unit coordinator at least two months prior to applications opening. If the project is advertised, applicants are reminded that this is a competitive process so there is no guarantee that they will be selected for the project.

Please note that new projects may become available throughout the ‘Applications Open’ period.

Time commitment and obligations

Applicants are expected to participate in an ongoing research project or to undertake a substantial piece of supervised research activity.

Applicants will be required to undertake research activities between 20 and 36 hours per week throughout the program. Please note that the expected hours of engagement are set by each research unit and advertised in the project description.

Where appropriate to the project, additional discipline/project-specific obligations may also be required, such as training in research safety and ethics. Please refer to specific research unit for further details.

When offers are made, applicants will be provided with details of the starting dates and expected hours of engagement. These can be negotiated with the supervisor and research unit coordinator.

Applicants must only commence the project after their exam period has concluded and projects must not extend into University teaching weeks.

Scholarship amount

All selected Winter Research Scholars will receive a lump sum scholarship valued at $1500.

All selected Summer Research Scholars will receive a scholarship equivalent to $360 per week. Summer scholarships are generally paid in two lump sums, one in December and one in January.

Key Dates

Visit the website for information on the following key dates:

• Applications open and close
• Offer outcomes & finalisation
• Official program commencement and conclusion
• Key events
The scholarship payment represents a reasonable estimate of the living costs associated with a student undertaking the program and will be paid by the research unit.

To be eligible for the scholarship, applicants will also need to meet the following conditions:

- participate in the program for a minimum of six (6) weeks if completing the Summer Program or a minimum of four (4) weeks if completing the Winter Program,
- engage in the program within the official start and end dates (as outlined on the website) or within dates otherwise stipulated by the research unit,
- undertake research activities on the project for between 20 and 36 hours per week.

If a scholarship recipient is no longer eligible to receive the scholarship due to a change in enrolment status, withdraws from the program, or is terminated, their scholarship will need to be returned for the equivalent full-weeks remaining un-worked.

**Application procedure**

Applicants can submit only one application per Summer and Winter Research Program. There is an option within the application form to specify a second project preference however this must be within the same research unit as the first preference.

**To apply**

1. Applicants should view the available projects on the Summer and Winter Research Program website and familiarise themselves with any additional eligibility criteria that research units may require.
2. Consider contacting the listed supervisor and/or research unit coordinator for more information about project details and suitability.
3. Submit a completed application form and supporting documentation using the online form by 11.59pm on the date applications close. Incomplete and late applications will not be considered.

Research units will make every effort to notify applicants of their outcome by the Offers Made date.

**Assessment criteria for applications**

Applications will be assessed by individual Faculties, Schools, Institutes or Centres. Projects will be awarded on a competitive basis taking into account:

- student eligibility
- the availability of projects and supervisors;
- the academic merit of the applicant;
- reasons provided for wanting to participate in the program;
- the quality of the project;
- available funding; and
- skills and attributes of applicants to meet project requirements.

Applicants may be eligible to be involved in more than one round of the Summer and Winter Research programs during their studies. However, if the number of applications exceeds available projects, preference will be given to those who have not previously participated.

**Conditions of participation**

If successful in being selected, applicants must read and agree to the Summer and Winter Research Program Conditions of Participation before accepting the offer. These conditions can be found on the application page of the Summer/Winter Research website.

**Skills Training Workshops**

Throughout the Summer and Winter Research Programs, UQ offers a number of services and events to help scholars make the most of their experience.

Once an applicant has accepted their offer they can register their attendance at the Skills Training Workshops and social events which have been specifically designed for program participants. To book a spot, visit StudentHub.

**Recognition towards degree requirements**

Some research units may offer their research project for credit. Where this is available, the applicant may be required to enrol in a course before the commencement of the research project. Please contact the specific research unit for further information.

**Shuttle bus**

Scholars who are based at campuses other than St Lucia can use the complimentary intercampus bus service to attend Summer and Winter Research Program events. Further information about this service is available on the UQ website.

**Employability Award**

Participation in either the Summer or Winter Research Program can be counted as a Supplementary Activity toward attainment of the Employability Award so long as the applicant isn’t receiving course credit for their involvement. Further information about the award is available at employability.uq.edu.au/award

**Contacts for more information**

Each research unit has a nominated research unit coordinator. Applicants are encouraged to liaise with the research unit coordinator for questions related to applications and offer acceptances.

Research unit coordinator contacts are available within the Find a Project section of the website.

For general enquiries, contact the Student Employability Centre

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For further details, please contact:

**Student Employability Centre**
employability@uq.edu.au
employability.uq.edu.au/research