

SURE 2014 Student Application Guide

How to Apply to SURE:

Step 1:


Look up the available projects at (<http://www.mcgill.ca/engineering/sure/>). **Projects will be posted between December 13, 2013 – January 15, 2014.** Once you have settled on your preferred project(s), contact the supervisor(s) to discuss your interest in the research, and the anticipated research tasks and deliverables for the project.

Step 2:

If you and the supervisor tentatively agree that you should apply to the project, proceed to the Online Student Application form* for which a link can be found on the project abstract page (or: <https://surveys.mcgill.ca/limesurvey/index.php?sid=79256&lang=en>). The Application form will be **live from January 6, 2014 – January 31, 2014.**

** Please use the following **web browsers only**: Firefox, Safari, Google Chrome, or Internet Explorer version 9 (version 8 will not work).*

Online Application Form:

 **McGill**

SURE 2014 - Summer Undergraduate Research in Engineering

For application to SURE and NSERC-USRA opportunities.

Application Form:
Submit 1 application **per project**
Maximum 3 applications per student

After clicking Submit, **PRINT** a copy, **sign**, attach your **Official Transcript**, and **submit to your intended SURE supervisor(s)**.
Please use the following **web browsers only**: Firefox, Safari, Google Chrome, or Internet Explorer Version 9 (version 8 or lower is not supported).

Basic Information

*Family Name:

*Given Name:

*McGill Student Number:

Step 1:

Click the link to the **SURE 2014 Student Application Form** on the SURE website (<http://www.mcgill.ca/engineering/sure/>).

There are 4 parts to this application:

- **Basic Information:** including your personal information and project information.
- **Academic Background:** please choose carefully from the drill-down menus.
- **Other Information:** including electronic file upload of your transcript
- **Submission & Print:** please sign and date the printed copy of your application attach copy of your transcript and bring this to your desired project supervisor.

Step 2:

Please fill out the application form as accurately and completely as possible, paying special attention to your personal information and to the project title and number (the project number can be found with project abstract online). **NOTE:** You must submit **ONE** online application **per project**.

Step 3:

The SURE Program is also open to non-McGill students. If this applies to you, please be sure to be accurate in your responses for the Academic Background section. Please note that you can find GPA equivalencies for different countries [here](#).

Step 4:

File Upload: Please upload a copy of your transcript. McGill students may copy & paste their Minerva transcript in to a Word document and upload, Official Transcripts may also be scanned as image files or PDF and uploaded. Acceptable file formats for the upload tool are: *pdf*, *.gif*, *.doc*, or *.docx*.

Step 5:

Once your application is complete, click on the Submit button. You will then be prompted to print your application form.



Step 6:

Sign and date your printed application form. Staple a copy of your transcript and submit applications to the supervisor of the projects that interest you.

Notes:

- One application form per project (therefore, if you apply to 3 projects, you must complete the online application 3 times and print 3 times).
- Students must have a minimum **CGPA of 3.0 to be eligible** for the SURE Program.
- Only accepted applicants will be notified.

Contact us:

In Person:

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Frank Dawson Adams Building, room 22

Email:

SURE-Info.Engineering@mcgill.ca