

CTL Summer Student Employment Awards Tip Sheet

Important considerations:

- The CTL Summer Student Employment Awards are intended to create tools and resources for for-credit courses and programs that will impact the learning experiences of a significant number of students in the future.
- The "Supervisors" for the CTL Summer Student Employment Awards program are typically faculty members (academic staff) who teach on campus and plan to use the tools/objects/media produced by the students (award recipients) in future offerings of their courses.
- Applicants are encouraged to be clear, concise and present a convincing argument about the merits and benefits of their proposed project. The application should outline the proposed work and timeline for completing it during the summer, clearly explain what work, learning objects and/or tools will be created, and how those will enhance (impact) the teaching and learning outcomes in that particular course or program.
- The Supervisor/Instructor comments and endorsement of the candidate's suitability for completing the specific work on the project as well as the benefits to the student's career aspirations will be weighed by the adjudication committee.
- Applicants are expected to confine the description of their proposed project to the spaces provided on the application form (i.e., 3 page limit, although additional space may be necessary in Part I – Personal Data). This may be a challenge for some, but it also demonstrates the art of proposal writing and indicates that some thought and planning has been put into the work involved.
- The annual competition for the CTL Summer Student Employment Awards is intense. In 2017, applications had a 35% success rate. In 2016, applications had a 33% success rate. In 2015 and 2014, the success rate was 18% and 26%, respectively.
- A "complete submission" consists of the signed application form, transcripts and student resume. Ideally, these are scanned and submitted as a single PDF document.
- Late or incomplete submissions will not be considered.

Other Frequently Asked Questions:

- Photocopies and unofficial transcripts from Bear Tracks are acceptable.
- The Adjudication Committee can only evaluate and weigh the merits of each application based on the information provided. The graduate student applications will be ranked as a group with the possibility of funding the strongest proposals from that group. Similarly, the undergraduate applications will be ranked as a group to determine the strongest proposals from that group.
- Faculty Lecturers, CAST and Sessional Instructors are eligible if they have held multiple year contracts.