**Would you like to host a Canadian student for a 12-16 week research internship?**

**International Research Mobility Experience (IRME) Project**

**Partner Information Sheet for 2022 Research Internships**

**REQUEST FOR PROPOSALS**

**BACKGROUND. The IRME project is funded by the Canadian Government through the** [**Global Skills Opportunity Program (GSO)**](http://www.globalskillsopportunity.ca)**, to encourage Canadian undergraduate students to participate in an outbound mobility experience.** Until now, few Canadian students include an international experience as part of their higher education. Among those who do go abroad, the majority go to four countries: UK, Australia, USA, and France. The GSO Program is designed to address our students´ financial concerns and other barriers to participation in mobility programs, and encourage them to travel to non-traditional destinations. It further encourages participation from low income students, students with disabilities, and indigenous students.

This is where [**CALAREO**](http://www.calareo.ca) comes in. CALAREO´s mission is to encourage and support research collaboration with Latin American universities, including supporting student research mobility. Our members include five Canadian universities:

* Vancouver Island University (Nanaimo, British Colombia)
* Lakehead University (Thunder Bay and Orillia, Ontario)
* Carleton University (Ottawa, Ontario)
* École de technologie supérieure (Montréal, Québec)
* Memorial University of Newfoundland (St. John´s, Newfoundland and Labrador)

With an additional funding from [**Mitacs,**](https://www.mitacs.ca/en/programs/globalink)we can fund a total of 60 students over three years to participate in 12-16 week research internships!

**THE IRME PROJECT.** The project will offer three types of student mobility to undergraduate students from CALAREO member institutions.

* **Medium-term (12-16 week) Research Internships (in partnership with Mitacs)**
* Short-term Research Internships (1-4 weeks)
* Faculty-led programs and field schools

The medium-internships are planned beginning Summer 2022 (the project ends in March 2025). The other two components will start later, likely in 2023.

**HOW CAN CALAREO PARTNERS PARTICIPATE?**

**Researchers at partner institutions can propose to host a Canadian undergraduate student for a research internship.** The call is now open for applications from researchers at partner institutions who are interested in supervising and mentoring a Canadian student for a 12-16 week research project. Up to 20 interns will be funded by the IRME Project in the first year. **The deadline for submitting internship project proposals is Thursday, January 27, 2022.**

**Internship proposals are submitted online at **<https://forms.gle/f4NfVyxamdmnZrdW7>.

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| **APPLICATION AND APPROVAL PROCESS** | **TIMEFRAME** |
| 1. Latin American researchers submit internship proposals | Deadline: January 27, 2022 |
| 1. CALAREO reviews proposals for completeness (may request revisions) | First week of February |
| 1. CALAREO launches call for student applications | February 7, 2022 |
| 1. Students review projects and submit an Expression of Interest (EOI) for up to three projects | Deadline: February 25, 2022 |
| 1. Researchers interview students and CALAREO assists with final matching | Complete by March 4 |
| 1. Accepted students submit applications to Mitacs (researchers will need to assist) | Early March 2022 |
| 1. Students may travel as soon as their applications are approved by Mitacs | Mitacs processing time is 2-3 months |
| 1. Internships begin | May-June 2022 |

**SOME INTERNSHIP GUIDELINES:** [[1]](#footnote-1)

* All disciplines are eligible, but should have research as a main focus (however defined for that discipline).
* Internships should be for 12-16 weeks of full-time work, and may include training components.
  + NOTE: Students from École de technologie supérieure may only participate in 16-week internships.
* Can be a stand-alone project or part of a larger project or team.
* The project should have clearly defined objectives and deliverables which are achievable within the project timeframe (from start to finish).
* Summer internships should take place between May and August 2022. Fall semester internships (September-December 2022) will also be accepted but should be 16 weeks in length. We expect that more students will be interested in a summer opportunity.
* Language is an important consideration, as most Canadian students have never studied Spanish. While proposals for internships requiring Spanish will be accepted, internships that can be conducted in English or French are encouraged, and will be more likely to be selected by students.
* The application has a box for “Other Comments” – consider using this space to tell the students what makes your program or university so special! Please feel free to include information on extracurricular or other fun activities that might be available. As well, if your university has accessibility accommodations for students with disabilities, and/or special programs for indigenous students, this is a good place discuss these important programs. **(NOTE: International Offices may wish to prepare a standard paragraph to be included. However, please keep it brief!)**
* As long as the researchers provide a complete application which is appropriate for a 12-16 week undergraduate research internship, it will be offered to students.  If a project requires more detail, we will ask for it.
* **Students apply to the projects in which they are interested.** CALAREO will ensure eligibility and support the match-making, but it is the students who select the internships in which they are interested. We cannot guarantee an intern for any project, regardless of the quality of the proposal. If we have more eligible matches than funding available, CALAREO will make final selections based on program priorities and equity considerations. For example, we will prioritize students who are low income, indigenous, and/have disabilities.
* Researchers will have the opportunity to interview student applicants to ensure a good fit for the project, and to select among students if more than one applies.
* Please note that each of our members have their own requirements and procedures that must be met for their students prior to final approval of internships.

1. The GSO program requires that we follow the Government of Canada’s travel advisories. Internships cannot be permitted in countries, or regions within countries, that have travel advisories (recommending the avoidance of all travel or non-essential travel). Please refer to <http://travel.gc.ca/travelling/advisories> for more details. [↑](#footnote-ref-1)