

## Arts Undergraduate Research Internship Award (ARIA) Application Form

Faculty of Arts Internship Office  
Tel: 514-398-3467 / Leacock, Room 307  
Email: aio@mcgill.ca Web: <http://www.mcgill.ca/arts-internships/research>

### Instructions

- Students should **include a copy of their official transcript** with the application
- Submit a hard copy of the completed and signed application to the Arts Internship Office (LEA307)
- If you have questions, **contact the Arts Internship Office** aio@mcgill.ca
- Please note only one application per faculty supervisor may be submitted

### Student Identification

Student Name: \_\_\_\_\_ Email Address: \_\_\_\_\_@mail.mcgill.ca  
McGill ID: \_\_\_\_\_ Telephone: \_\_\_\_\_

### Student Academic Information

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_  Full-Time Student  Part-Time Student  
Expected Date of Graduation (Year/Month) : \_\_\_\_\_  U1  U2  U3

### Faculty Supervisor Information

Name: \_\_\_\_\_ Email: \_\_\_\_\_ Tel.: \_\_\_\_\_  
Department or Unit: \_\_\_\_\_  
Grant agency: \_\_\_\_\_ Grant number: \_\_\_\_\_

### Project Information

Project Title: \_\_\_\_\_  
Main Project Location (City/Country/Dates): \_\_\_\_\_  
Other Project Location (City/Country/Dates): \_\_\_\_\_

**Project Description (This section should be completed by the faculty supervisor)**

- Outline the project
- Specify student's role
- Identify learning goals and outcomes
- Indicate the relevance to the student's academic program

**Proposed Internship Schedule (11 weeks, approximately 25-30 hours per week)**

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Number of hours per week: \_\_\_\_\_

Proposed weekly schedule (i.e. Monday through Friday, 10AM- 3PM):

*Please review project timeline to ensure sufficient time is allocated to allow for project completion.*

**Student Declaration (please initial)**

I understand that I must attend all required ARIA workshops, including library and poster workshop

I understand that I must prepare an ARIA Project poster and attend the Annual Arts Undergraduate Research Event

I will complete the necessary requirements as listed under Award Recipient Responsibilities at  
[www.mcgill.ca/arts-internships/research/apply/responsibilities](http://www.mcgill.ca/arts-internships/research/apply/responsibilities)

I will attend the predeparture session and complete a Travel Registry (if the internship or part of the internship takes place outside of Canada)

**Signatures**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Supervising Professor: \_\_\_\_\_ Date: \_\_\_\_\_

Unit Chair, Director, or Designate: \_\_\_\_\_ Date: \_\_\_\_\_

*By signing this form, the proposed supervisor agrees to match the financial contribution from the Faculty of Arts if this project is selected for an ARIA. Please print and submit a hard copy to the Arts Internship Office, LEA307*