



## KPE390Y - Directed Research Advisor-Student Agreement Form

The application process consists of two separate surveys (Prerequisite Form and Advisor-Student Agreement Form) which both need to be completed in order for the application to be considered complete. All forms are to be submitted via the online surveys, emailed applications will not be accepted. Please contact us at [undergrad.kpe@utoronto.ca](mailto:undergrad.kpe@utoronto.ca) if you have any questions about the application process.

Students intending on enrolling in any of the KPE390Y/490Y/495H courses are advised to contact potential faculty advisors as soon as possible. Each faculty member can accept only a limited number of students.

[Faculty Advisors and Areas of Research Interest](#)

**Deadline: Monday, August 24, 2020**

You should complete the Advisor-Student Agreement Form in collaboration with your faculty advisor. **You will not be enrolling in this course through ACORN, submissions will only be accepted via this online form.**

\*Student Name:

\*Student Number:

\*UToronto Email:

\*Phone Number:

\*Faculty Advisor:

### Project Milestones

#### Task: Literature Review

Due Date:

Grade %:

#### TCPS-2 Core Tutorial

Due Date: October 2, 2020

#### Task: Study Design/Methods

Due Date:

Grade %:

#### Task: Ethics Protocol

\*Due Date:

\*Grade %:

#### Task: Data Collection/Analysis

Due Date:

Grade %:

**Task: Conference Abstract**

**Due Date:** March 1, 2021

\*Grade %:

**Task: Conference Presentation**

**Due Date:** March 26, 2021

\*Grade %:

**Task: Final Paper**

**Due Date:** April 30, 2021

\*Grade %:

**Task: Other:**

**Due Date:**

**Grade %:**

**Format of Final Paper**

\*Length:

\*Referencing Style:

**Example Format (optional):**

**Other Elements (optional):**



### Project Description

\*Working Title:

\*Rationale:

\*Methods:

\*For ethical and pedagogical reasons, **all students must submit a [student-initiated ethics protocol document](#)** to the course instructor (TBD), even if a valid protocol already exists, by the "Ethics submission" date indicated on the previous page.

**For this proposed project, the advisor has indicated that formal ethics protection will be formally secured via:**

- The above-mentioned student-initiated protocol submission, if the research is conducted within our faculty and does not fall under an existing protocol.
- An existing or submitted UofT REB protocol led by the KPE faculty advisor. Note: The advisor can just submit a minor ethics protocol amendment to add the student name.
- An external protocol (i.e., the research will take place outside the [UofT REB](#)'s jurisdiction). Important note: **Securing external ethics can take many months** and could require an additional administrative review by the UofT REB. These protocols must be led by the advisor. Any necessary external ethics protocol must be submitted at the earliest convenience and no later than the course enrolment deadline.

REB# if applicable:

### Learning Objectives

By the end of this project the student will be able to:

1.
2.
3.
4.

### Important Notes:

1) As per the University's Grading Practices Policy, at least one piece of term work which is a part of the evaluation of a student performance and worth at least **10%** of the final grade, whether essay, lab report, review, etc., must be returned

to the student prior to the last date for withdrawal from the course without academic penalty.

2) The Final Paper for KPE390Y must be submitted to both the course instructor and your faculty advisor to receive your final grade in the course.

### Meeting Arrangements with Advisor

**Email** A response is expected within:

**In Person** By appointment and/or every:

### Student Statement of Agreement

\*Name:

By checking this box I agree with and support the proposed project as well as all requirements listed in this form for course completion

### Faculty Advisor Statement of Agreement

\*Name:

By checking this box I agree with and support the proposed project as well as all requirements listed in this form for course completion