**2019 Mr. Armin and Mrs. Lillian Kitchell Undergraduate Research Award**

**Important Notes to Nominators**

1. **Eligibility for Nomination**

* All students who have **successfully completed at least one UROP course in the current (2018-19) / previous (2017-18) academic year** are eligible for nomination. Criteria for “successful completion” include:
  + 1. **Submission of a final / progress report,** and
    2. **Receipt of a Pass grade (P/P\*)** as recommended by the UROP faculty supervisor.
* Students who are in their final year of study or have graduated are also eligible, as long as they fulfill the above requirement.
* Each student can only be nominated **by** **ONE supervisor in each exercise**.
* Nomination must be made by a **UROP faculty supervisor** who has supervised the nominee in the **same research project as the one being nominated for the Award**. Each UROP faculty supervisor may nominate **NO MORE THAN THREE nominees**, and a **ranking of the nominees** must be provided if more than one nomination is made.
* Nominated students or awardees in 2018 can be re-nominated for the 2019 Award. However, **previous awardees** (including the Champion, First Runner-Ups, Second Runner-Ups and Best Poster Presentation) can only be re-nominated under a **different project**.

1. **Selection of Awardees**

* **Documents to be prepared by Students**: (1) a **research report** of the nominated project; (2) a **research poster** of the nominated project using the given [template](https://urop.ust.hk/download_area.html).
* Students may opt to submit a **previously completed report**, or submit a **new report of the research project**, for the purpose of the nomination by **following the same requirements of the UROP report as stated on the** [**UROP website**](http://urop.ust.hk/research_opp.html). For nominees of a group project, each student should submit an individual report stating his/her part of contribution to the project.
* **Documents to be prepared by Supervisors**: the completed **nomination form** signed by both the nominated student and the supervisor. The nomination form should be sent directly from the Supervisor to the UROP Office (by internal mail to Room 6549, Lifts 29-30), while the research report and poster should be sent by email to [urop@ust.hk](mailto:urop@ust.hk)) on or before **March 6, 2019**.
* UROP Office reserves the right to reject any nominations that do not meet the above requirements.
* Shortlisted nominees (the **Finalists**) will be notified of the **finalist** **presentation** by mid-March.
* Selection results will be announced during the **Award Presentation Ceremony** to be held on **April 11, 2018**.
* **The Champion** will be invited to **present the winning project** during the **Award Presentation Ceremony**.
* **All nominated students** will be invited to showcase their posters during the **UROP Week** to be held at the Atrium in April 8-12, 2019. Details will be provided in due course.

1. **Awards & Certificates**

* Nominated students will have the chance to win the following cash awards:
* **Champion (HK$20,000)**
* **First Runner-up (HK$10,000)**
* **Second Runner-up (HK$5,000)**
* **Best Poster Presentation Award (HK$2,500)**
* **Finalists** (except the above awardees) who attend the finalist presentation will be rewarded with **book coupons worth of HK$1,000 each**, and a certificate signed by the President.
* The supervising team of each student awardee will be presented with the **UROP Faculty Research Award**[[1]](#footnote-1)\* of **HK$20,000** research fund. The award will be given to the primary supervisor who will share the research money with fellow co-supervisor(s), if any. In each exercise, each primary supervisor can receive no more than one faculty award.

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**Nomination Form**

**Submission Deadline: March 6, 2019**

Please submit by email to [urop@ust.hk](mailto:urop@ust.hk) or by internal mail to UROP Office (Rm 6549, Lifts 29-30)

*(To be completed by the* ***UROP faculty supervisor****; please read the* ***“Important Notes to Nominators”*** *before completing the form.)*

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| **Nominee’s Information (UROP Student)** | | | |
| **Full Name of Nominee:** | **Student ID of Nominee:** | | **Nominee’s Major Code:** |
| **Year of Study (as of 2018-19):** | **Contact Number of Nominee:** | | **Email Address of Nominee:** |
| **UROP Course Taken\*:**  in  *(Please choose the highest course level if more than one UROP courses have been taken under the nominated project.)* | | | |
| **Nominator’s Information (UROP Faculty Supervisor)** | | | |
| **Full Name of Nominator:** | **Nominator’s Department:** | | **Email Address of Nominator:** |
| **Co-supervisor’s Information (if any)** | | | |
| **Full Name of Co-supervisor:** | **Co-supervisor’s Department:** | | **Email Address of Co-supervisor:** |
| **Project Information** | | | |
| **Title of the Research Project:** | | | **Research Report Attached:** *[Please choose]*  Final Report of the project  Progress Report of the project  New Report for this nomination |
| **Conference paper / publication has been resulted from the UROP Project: Yes****; No**  If yes, please specify the Name of the Conference / Publication:      , and its website (if any): | | | |
| **Nominator’s Recommendations on the basis of the following criteria** *(please use separate sheets if necessary):* | | | |
| **1. Academic Strength / Potential** | | | |
| **2. Practical Significance** | | | |
| **3. Nominee’s Commitment and Performance** *(please provide the percentage of nominee’s contribution to the project.)* | | | |
| **4. Quality of the Research Report** | | | |
| **Undertaking by the Nominee** | | **Undertaking by the Nominator** | |
| I accept the nomination for the Award.  I declare the attached report is my authentic work.  \_\_\_\_\_\_\_     \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_     \_\_\_\_\_\_\_  Signature of Nominee Date | | I declare the information provided in my nomination is accurate and complete.  I confirm the attached research report is the authentic work of the nominee.  \_\_\_\_\_\_\_\_\_     \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_     \_\_\_\_\_\_\_\_  Signature of Nominator Date | |

1. \* The UROP Faculty Research Award is provided by the Li Ka Shing Foundation and will be subject to its endorsement and regulations if required. [↑](#footnote-ref-1)