## Summer Research Project Form 4 – URA Reimbursement and Student Feedback

This form should be completed by the department/unit requesting reimbursement from Student Financial Services for an authorized summer URA. **Please complete this form and return to Student Financial Services (****awards@uoguelph.ca****) in early September.**

### Student Information

Student Family Name: **Click or tap here to enter text.**

Student Given Name and Initials(s): **Click or tap here to enter text.**

Student ID Number: **Click or tap here to enter text.**

### Job Information

Title and Experience Guelph Job ID for URA: **Click or tap here to enter text.**

Department: **Click or tap here to enter text.**

Position Start Date: **Click or tap here to enter text.** Position End Date: **Click or tap here to enter text.**

Name and Title of Supervisor: **Click or tap here to enter text.**

Name and Title of Hiring Contact (if different than supervisor): **Click or tap here to enter text.**

### Reimbursement Information

Total Salary and Benefits Paid: $ **Click or tap here to enter text.**

Coding for Reimbursement: **Click or tap here to enter text.** – 65550 (mandatory object code)

Name of Department Payroll Contact: **Click or tap here to enter text.**

Student Performance Feedback

All summer research positions are eligible for recognition on the student’s [Professional and Career Development Record (PCDR)](http://www.uoguelph.ca/pcdr). To be recognized, the student must complete a final reflection and the supervisor must complete a final evaluation within the [Experience Guelph](http://www.experienceguelph.ca) system. Instructions for completing these steps will be provided by the EL Hub in August.

Acknowledgements

Signature of Supervisor: **Click or tap here to enter text.**

Date: **Click or tap here to enter text.**