



# Research Practicum

Timeline for Partner Organizations 2021-2022

## September 15, 2021

- Partners meeting held virtually through Zoom at 12:00PM (PST). Link to follow.

## mid-Sept to mid-October

- Students may contact organizations to discuss projects further.
- Students submit cover letters and resumes to organizations in late September/early October.
- Organizations invite students for interviews in late September through early October.
- Organizations are asked to contact FNIS by mid-October with feedback on the interviews, including top choice of students and any concerns.
- Organizations will be notified whether or not they have a pairing with a practicum student by mid to late October.

## mid-to-late October

- Students and organizations begin discussing research projects and move towards an agreed-upon research proposal that includes clear timeline and deliverables.
- Agreements between each student and organization are signed and projects commence by late October to early November.
- Students begin working with organizations and sending their supervisor weekly reports.
- If the project does not require ethics approval for work with people, the research can start right away.
- If the project does include research with people, students work on aspects of the project that do not involve interviews, focus groups, surveys, etc. For example, students can work on literature reviews, relationship building, and planning toward research.

## late October to November

- Students work on the UBC Behavioural Research Ethics Board (BREB) application for human research, if required. BREB applications are due in November and must be approved before invitations, interviews, surveys or other research activity can begin.
- Projects that require internal approval from an organization or community (ex. a research agreement with a Nation to conduct research within the community) must be completed before submitting the UBC BREB application.

## mid-December to late February

- Students begin interviews, focus groups, surveys, etc. upon receiving ethics approval in mid-December/early January.
- Arrangements are made to visit practicum organizations.

## early March

- Projects move towards completion. Final deliverables are due to the organization in late February/early March.



**For more information about the Practicum Timeline,  
contact us at [fnis.practicum@ubc.cm](mailto:fnis.practicum@ubc.cm)**