

## MEMORIAL UNDERGRADUATE CAREER EXPERIENCE PROGRAM (MUCEP) Funding Guidelines and Selection Criteria

### Requirements

- Applications must meet the MUCEP guidelines and selection criteria to be considered for funding.
- MUCEP positions should not replace or supplement existing sources of student employment (e.g., teaching assistants, lab demonstrators, and other approved positions).
- The learning and reflection process deepens student learning and increases awareness of skills, competency development, and linkages to academic areas of study. Grant holders are expected to:
  - provide an orientation to discuss position expectations, learning outcomes, skill development, and safety measures;
  - advise the student to submit their reflection on MORE; and
  - finalize the position with a reflection that will help student(s) build connections to academic learning and highlight the [competencies](#) throughout the placement.
- Future funding may be impacted if these steps are not completed.

### Selection Criteria

- Funding selections are made by a committee including representatives from Career Development and Memorial University of Newfoundland Student Union (MUNSU).
- MUCEP positions must fall into one of these three categories:
  1. **Students Helping Students**  
Students assisting other students either directly or through the educational process.
  2. **Research**  
Students using acquired academic knowledge to assist the research mandate of the University.
  3. **Administration**  
Students performing functions required for the ongoing day-to-day operation of the unit.
- The selection committee ensures that grant holders have selected a minimum of three (maximum of five) competencies from the following list that students will gain because of completing their MUCEP position:
  - Academic knowledge
  - Creative thinking/problem solving
  - Diversity awareness/intercultural understanding
  - Social/civic responsibility
  - Professionalism
  - Teamwork
  - Communication
  - Adaptability/resilience
  - Leadership/innovation
  - Digital literacy
  - Professionalism