

**University of South Alabama  
University Committee on Undergraduate Research (UCUR)  
Undergraduate Summer Research Fellowships Application**

**NOTICE:** There are two different application deadlines. The first deadline is only for those students who have not identified a mentor, but would like to conduct a summer semester project. In this case, the student needs to complete only pages one (Student Information) and two (Student Background) of this application and send these along with a copy of their transcript to Dr. Anne Boettcher (see below) **no later than the second Friday in February**. The second deadline is only for those students who have a mentor who has agreed to sponsor their work. In this case, a complete application, filled out by student and mentor, and should be sent for **receipt no later than the second Friday in March**.

**Note: This program is for University of South Alabama Students only.**

For more information and to send completed forms contact:

**Dr. Anne Boettcher**  
Department of Biology, LSCB 124  
[aboettch@jaguar1.usouthal.edu](mailto:aboettch@jaguar1.usouthal.edu)  
Phone Number: (251) 460-7527

Name of Student: \_\_\_\_\_

Academic Major: \_\_\_\_\_ Grade Point Average (min 3.0): \_\_\_\_\_

Expected Date of Graduation: \_\_\_\_\_ Phone: \_\_\_\_\_

Jaguar 1 e-mail address: \_\_\_\_\_

Home address: \_\_\_\_\_

Gender (optional) \_\_\_\_\_ Race (optional) \_\_\_\_\_

Will the student receive class credit for this project? Yes        No   

Has the student received funding from UCUR in the past? Yes        No   

List any other summer funding programs that you applied (or will be applying) for:

\_\_\_\_\_

Name of Faculty Mentor(s): \_\_\_\_\_

Campus Address(es): \_\_\_\_\_

Phone(s): \_\_\_\_\_

Email address(es): \_\_\_\_\_

Department and College: \_\_\_\_\_

Secondary Department, if inter-disciplinary: \_\_\_\_\_

**Student Background (To be completed by the student)**

**A. Respond to the following questions in 150 words or less, within the space provided:**

- 1. Prior Background:** Describe previous relevant academic year and summer experiences and achievements. Include any research, creative or scholarly activity and publications, presentations, or exhibits.

- 2. Career Goals:** Describe present and long-term goals.

**B. Other information:**

- Transcript of your academic record (official or unofficial signed by your academic advisor).
- A letter of recommendation by a faculty member other than the proposed UCUR mentor.

**Mentor Information (To be completed by mentor)**

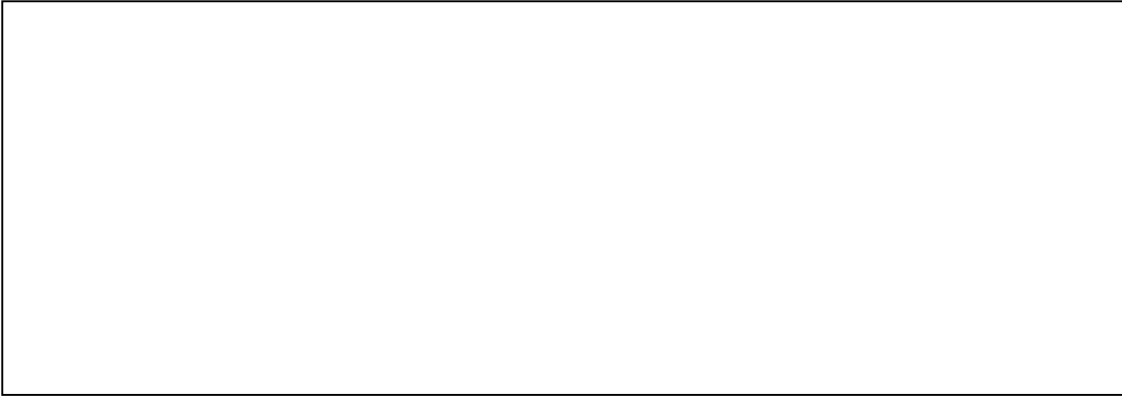
**A. Respond to the following questions in 150 words or less:**

1. Describe how the research, creative, or scholarly activity will reinforce your own ongoing work, and indicate the total number of students who will be working with you during the summer:

2. List the **facilities and major instrumentation or equipment** available for the proposed project.

3. **Itemized Budget (Maximum total of \$2500, including a maximum of \$500 for supplies) and Justification:** Include student stipend request, specific dollar value for supplies, and any available matching funds. Note: Funds may not be requested for travel.

**4. Other faculty support.**



**5. List other undergraduate students** working under your direction and their project titles.



**B. Submit the following materials**

- a) Two-three page biographical sketch of you, including recent publications, exhibitions, and current activity.
- b) Letter of recommendation for your student

**Student & Faculty (prepare jointly)**

**A. Project Title:** \_\_\_\_\_

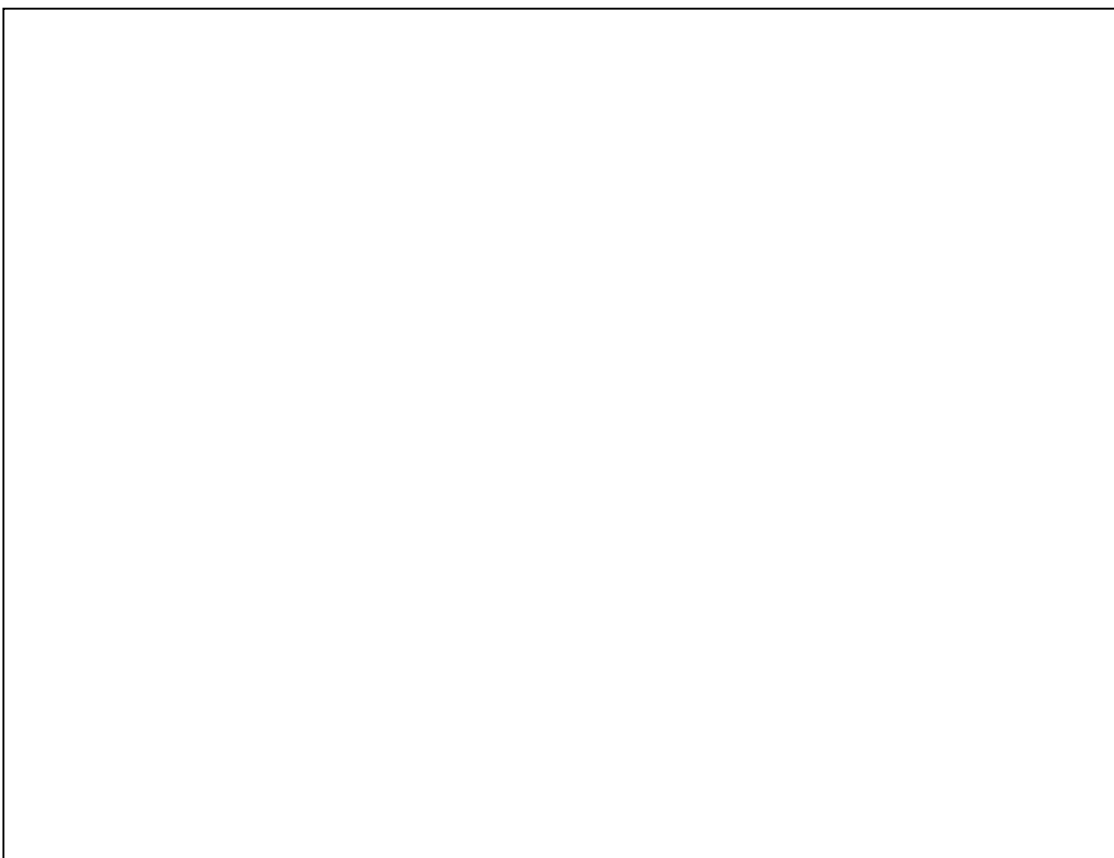
**B.** Describe the scholarly, creative, or research activity you plan to conduct, including focal topic or research question, why the activity is important, how you propose to address the topic/question, and expected outcomes.

**C. Proposed schedule and timeline:**

1. Describe the **time commitment** expected for both the mentor and student (include a tentative schedule that will illustrate that both mentor and student understand the time required to complete the proposed project).



2. Provide a **timeline** that includes major milestones. If the project is ongoing or expected to continue past the summer term, please so indicate and explain. **Note:** The earliest start date for the program is the fourth Tuesday in May. A formal report/presentation of the project completed by the student is due the fourth Monday in July, and the end date of the summer program is the 14<sup>th</sup> of August. The Undergraduate Symposium will be scheduled and held in mid-semester during the fall term.



**Checklist:**

Mentor's biographical sketch

Letter of recommendation from mentor

Letter of recommendation by a second faculty member

Student's transcript

**By signing this application the student agrees with the following terms and the mentor commits to assist the student in the process:**

1. Submit in writing (or portfolio form) the results of your studies, in a format considered appropriate for Your discipline. Due the fourth Monday in July.
2. Present your results in poster and/or oral format, as an exhibit, or perform as part of the Undergraduate Symposium during the Fall semester (Note: Oral presentations and Performances selected by the UCUR Committee based on item 1 above).
3. Attend and participate in the three summer informal meetings to discuss progress with other participants. **Discussion meetings will be held on Wednesday afternoons (4-6 PM).**
4. Attend and participate in a spring organizational meeting, to be held in late April. Attend and participate in a summer library/writing meeting and career/professional development meetings. **Summer meetings will be held on Wednesday afternoons (4-6 PM).**

\_\_\_\_\_  
**Signature of Student**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Faculty Mentor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Secondary Faculty Mentor (if appropriate)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Department Chair**

\_\_\_\_\_  
**Date**

Funds for the summer stipend will be awarded on the last week of April. **Note:** Due to budgetary constraints funds may be limited. Maximum awards may not be granted and the total number of awards may be limited.

Starting date: Fourth Tuesday in May.

Funds for supplies will only be reimbursed after receipts have been received in the UCUR office. Orders can be made with prior approval through purchase orders issued by the UCUR office.