**2019 URGO Summer Research Application-Phase 1**

**READ THE URGO SUMMER RESEARCH INFORMATION PACKET**

**BEFORE COMPLETING THIS APPLICATION**

**(available at the URGO website –www.augsburg.edu/urgo)**

**Due February 5th by 11:59p.m.**

**Faculty or student should turn in signed application to**

**Hagfors 101 (office closes at 5:00pm) or email to** **urgo@augsburg.edu**

**Student Information**

First name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Last name \_\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

E-mail address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Daytime/cell phone ( )\_\_\_\_\_\_\_\_\_\_\_

Major(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GPA\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expected Grad Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Research Option (check one)**

\_\_\_\_\_\_ Option 1: URGO Summer Research Program (200 or 400 hours)

\_\_\_\_\_\_ Option 2: Research Assistantship (100 hours)

**Research Question/Creative Activity**

In no more than a few sentences, please provide a sufficiently narrow research question(s) you will explore this summer. If you are doing a creative project, briefly describe the project and how research will inform the project.

(type description here)

**Student Time Commitment**

*Note: Additional requirements beyond time and schedule are listed in the information packet.*

**400-hour students are required to:**

* Participate in *at least* 400 hours of research and attend all URGO programming over the course of 11 weeks (May 16th – July 31st), taking **no more** than 5 days off (and must be in attendance on dates listed below)
* Maintain focus on research by not taking summer courses and keeping outside work and volunteer hours to a minimum of 10 hours a week
* Attend the full-day URGO Summer Research orientation session May 16th
* STEM only: Attend Court Agre Research Symposium June 17th
* Present research findings orally at URGO Summer Research Conference July 29th -30th and attend all sessions of the conference
* Attend final luncheon and complete program evaluation on Wednesday, July 31st

**200-hour students are required to:**

* Conduct 200 hours of research between May 16th – July 31st
* Attend the full-day URGO Summer Research orientation session May 16th if you are in town
* STEM only: Attend Court Agre Research Symposium June 17th if this occurs during your research weeks
* Social Science, Humanities, and the Arts only: attend seminar every week you are doing research
* Present research findings orally at URGO Summer Research Conference July 29th – 30th. Only under extenuating circumstances, if your research schedule ends before July 29th, an alternative date for the presentation will be arranged
* Attend final luncheon and complete program evaluation on Wednesday, July 31st if research schedule extends to this date or are able to return to campus for the celebration

**100 hour Students are required to:**

* Conduct 100 hours of research between end of spring semester and August 31st
* Meet with research mentor as necessary
* Submit a progress report to URGO and mentor at after completing 50 hours of research
* Submit a final research report to URGO and mentor by August 31st

**For student applicants:** By signing below, you are agreeing to adhere to the time and schedule requirements of the URGO research grant to which you are applying, and grant permission to URGO to access your educational records. If you have any conflicts with the requirements, please contact urgo@augsburg.edu before submitting this application.

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(can type your name for your signature)*

**Summer Faculty Mentor Commitment (200 and 400 hour)**

* Provide close supervision and support (**no less than one meeting** **per week)**; most mentors report spending considerably more time in person per week with students
* Be available to **meet in person** 10 of the 11 weeks if you are mentoring a 400-hour student (please talk to URGO Director, Dixie Shafer, before beginning the application and summer research if this is not possible) We have found that students whose mentors are gone for more than a week struggle with their projects noticeably more than others. If you will be out of town for more than two of the eleven weeks, we ask that you co-mentor with another faculty member who can work with the student while you are gone.
* If IRB (Institutional Review Board) approval is required (typically if study involves human subjects), walk mentee through the IRB approval process **prior to the start of summer research**
* Educate and develop novice researchers
* Ensure that students are making adequate daily and weekly progress
* Provide ongoing coaching and clear feedback on student performance
* Complete program and student evaluations
* Communicate to the URGO office if your student is not meeting your expectations or is experiencing other difficulties
* Provide feedback on, and approve mentee’s final product and presentation
* Attend mentee’s oral presentation (the week of July 29th) and ideally additional presentations

**For faculty mentors:** Please indicate that you agree to work with this student on an URGO research proposal and are aware of the research mentor commitments – in the summer- by signing below.

Faculty Mentor Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(can type your name for your signature)*

Faculty Co-Mentor Signature (only if you have 2 mentors)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_

*(can type your name for your signature)*

**Application phase 1 MUST be turned in on time for Phase 2 of the application to be considered. Phase 1 application is not evaluated, and ALL on-time complete applications (Phase 1 and 2) will be considered.**