**DO NOT COMPLETE UNLESS YOU HAVE TURNED IN APPLICATION PHASE 1**

**2017 URGO Summer Research Program Application-Phase 2**

**READ THE 2017 URGO SUMMER RESEARCH INFORMATION PACKET BEFORE COMPLETING THIS APPLICATION**

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

**Faculty mentors submit to** **urgo@augsburg.edu**

 **Due February 22nd by 10 p.m.**

To be completed by student:

* Please type information directly into the application (electronic copy available at the URGO web site).
* Place your (student’s) name in the document header.
* Expand space as necessary.

**Research Option:**

*Note: The application for the 100-hour Research Assistantship can be found on URGO’s website.*

Full-time (400 hours) \_\_\_\_\_\_\_

Half-time (200 hours) \_\_\_\_\_\_\_

**Student Information**

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

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

Permanent Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Minor(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As of September 5, 2017 you will be a: sophomore \_\_\_\_\_\_\_ junior \_\_\_\_\_\_\_ senior\_\_\_\_\_\_\_\_\_\_

Anticipated grad date \_\_\_\_\_\_\_\_Cum GPA \_\_\_\_\_\_\_\_Ethnicity\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you a U.S. Citizen or Permanent Resident? Yes \_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

Did either parent/guardian graduate from a four-year college? Yes \_\_\_\_\_\_\_\_ No\_\_\_\_\_\_\_

Do you think you might qualify as a low-income student? Yes \_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_

Are you a transfer student? (do not include PSEO). Yes \_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_

If yes, name previous college(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List current & past extracurricular involvement in college, volunteer or community service experiences, employment, awards, honors, etc:

* (list here in bullet points)

**Full-time researchers are expected to be present for a full 400 hours of research:**

* Full-time researchers cannot miss more than 5 days total of research over the course of the 11 weeks, May 15th - July 28th.
* Full-time researchers are not permitted to take summer courses. Outside employment or volunteer activities should be kept to no more than 10 hours a week*. \*See URGO before submitting the application and summer research if you have extenuating circumstances.*

List **summer** jobs, coursework, vacations, volunteer commitments, etc. that you plan to participate in between May 15 – July 28, 2017. Students’ additional workload will be considered in the committee’s review of the application.

|  |  |
| --- | --- |
| Summer Non-Research Commitment | Days, hours of commitment per week |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Student Essay Questions**: Please type a response to the following three questions in 1-2 single-spaced pages total. Type in space below each question.

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1. What interests you about: (answer both a and b below)
	1. research (or creative activity) ***in general***?
	2. your topic ***in particular****?*

(type response here)

1. What kinds of experiences (personal, professional, course-related, research (inside or outside of classroom), educational, etc.) have you had that you think prepare you to be successful in URGO’s summer research program?

(type response here)

1. Describe your educational and career goals as you see them at this time. If you are thinking in more than one direction feel free to share that information with the committee. How might this experience help you achieve your goals?

(type response here)

I certify that the information stated above is true and correct to the best of my knowledge and I further grant permission to URGO to access any of my educational records. I have read and agree to the URGO Summer Research Program expectations found in the information packet on the URGO website.

Student E-Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

**Faculty Nomination:**

To be completed by faculty:

* Please type information directly into the forms (electronic copy available on the URGO website).
* Expand space as necessary.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. For how long, and in what capacity do you know the student? Explain why you are recommending this student for URGO research (1-2 paragraphs).
2. Mentor availability is important to the training and growth of the student as a novice researcher and is taken into account when making selections. **Mentors are expected to meet with full-time mentees at least twice per week for 10 of the 11 weeks and to be accessible via e-mail and/or phone. For half-time projects, mentors should meet with students once per 20 hours of student work.** Describe your availability from May 15th – July 28th:

Note times when you will be unavailable to meet with students (conferences, vacations, etc.):

**IRB Approval.** Typically, if your research involves human subjects you need IRB approval. **IRB approval must be received prior to summer research.**

Will the project require IRB approval? Yes \_\_\_ No \_\_\_

IRB #, if already obtained\_\_\_\_\_\_\_\_\_\_\_\_\_

**Research/Scholarship/Creative Activity Defined**

“Scholarly research” may be disciplinary or interdisciplinary in nature. “Scholarly research” is defined as any type of scholarly investigation or work that is original in nature. It should produce knowledge, a product, or an outcome that makes an original contribution to its area. **Research and scholarship** **may be conducted in all disciplines**. Research may be qualitative or quantitative in nature, or may use any other methodology that is typical of the discipline in which the student is working.

*Creative Activity*

Research conducted as part of a creative project should be integral either to the process of artistic creation or necessary to the end product itself, as well as contribute to aesthetic or practical knowledge of the artistic field or medium in which the student is working. Students proposing a creative project should take care to show how their project depends on research, and explain how the research will enhance and deepen the creative activity.

**Research/Creative Activity Proposal**

*To be completed by faculty and student in collaboration.*

**NOTE:** Try to use non-technical language when possible, or define terms as needed. **Please use the following headings in your proposal so the committee members can easily locate the information.** **Type in the space below each heading.**

**1. Research Question**

State the specific research question(s) or creative activity are you proposing. (1-3 sentences)

(type response here)

**2. Context and Contribution**

A. Give the background of the topic and place the project in the context of its field, providing citations within the text. How does your proposed research or creative activity build upon previous work within your discipline? Why is this research or creative activity important to the scholarship in your field?

B. Provide a preliminary reading list to demonstrate that you have some background knowledge about your proposed question or creative activity.

**3. Methods**

Detail the step-by-step process or methods you will use to answer the research question or to carry out the creative activity. Please provide a clear justification for your chosen methodology, including sampling strategy, data analysis, or other aspects of the research that are relevant to your research question. It should be clear that your methodology adequately aligns with your research question or will inform your creative activity. Include a discussion of any limitations of your methodology.

**4. Timeline – please provide as much detail as possible**

Using the table below, specify what will occur week by week during the summer research project, showing that the goals of the research or activity are feasible in the time allotted and that the student will have clear expectations (for example, if students are doing interviews one week, what will they be doing between interviews to reach 40 hours?) Include project benchmarks, writing deadlines, revision deadlines, etc. that will ensure timely progress.

**Half-time students must additionally provide a clear account of how one will divide the 200 hours of research May 15th through July 28th.** For example, some students may choose to divide their time in the following ways: 20 hours/week for 10 weeks=200 hours, or zero hours/week for 2 weeks then 25 hours/week for 8 weeks=200 hours, etc.

|  |  |
| --- | --- |
| **Week** | **Research Goals & Activities** |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |
| **5** |  |
| **6** |  |
| **7** |  |
| **8** |  |
| **9** |  |
| **10** |  |

 *Note: We have only included 10 weeks here to allow for the 5 days off.*

**5. Product and Presentation**

A)  What will your final project look like? Depending on the discipline and expectation of the research mentor, the outcome might include (for example) a scholarly paper, laboratory notebook, short stories, musical compositions or arrangements, and/or objects of art. It is expected that all students will have some component of professional writing (as defined by the given field) to their final project.

B) All students are required to make an oral presentation in the final week of summer research. Students are also required to participate in Augsburg’s spring 2018 research fair. In addition to on-campus presentations please specify any public forum(s) at which the student could potentially present.

**By forwarding my student’s application to** **urgo@augsburg.edu****, I agree to serve as a faculty mentor for the URGO 2017 Summer Research Program. I have read and agree to fulfill the mentor responsibilities listed on this application and in the Summer Research Information Packet. I believe the student has the aptitude, motivation and persistence it takes to successfully complete the program.**