**2020 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**

**have faculty mentor email to** [**urgo@augsburg.edu**](mailto: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)

\_\_\_\_\_ 200 hours

\_\_\_\_\_ 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 14th – July 29th), 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 sessions on May 14th and 15th
* Social Sciences, Humanities and the Arts (SSHA) students only: Attend weekly SSHA seminars (1 excused absence)
* STEM students only: Attend STEM seminars (1 excused absence)
* Present research findings orally at URGO Summer Research Conference July 27th -28th and attend all sessions of the conference
* Attend final luncheon, complete program evaluation, and donor thank you (if applicable) on Wednesday, July 29th

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

* Conduct 200 hours of research between May 14th – July 29th
* Attend the full-day URGO Summer Research orientation sessions May 14th and 15th if you are in town
* Social Science, Humanities, and the Arts only: attend seminar every week you are doing research
* STEM only: attend seminar every week you are doing research
* Present research findings orally at URGO Summer Research Conference July 27th – 28th. Only under extenuating circumstances, if your research schedule ends before July 29th, an alternative date for the presentation should be arranged
* Attend final luncheon and complete program evaluation on Wednesday, July 29th 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 final research report and W-9 form 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](mailto: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)**

* Attend Mentor Orientation (date in May to be determined)
* 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
* Help student prepare for final oral presentation, by reviewing it several times with the student
* Provide feedback on, and approve mentee’s final product
* Attend mentee’s oral presentation (the week of July 27th) 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.**