**Tips for Applying to Off-campus Summer Research**

* Understand it’s a research project finding a summer research gig.
* Visit URGO’s website for links to summer research opportunities. Also Google “undergraduate research opportunities” and visit websites of organizations and universities.
* Opportunities are located in the U.S. primarily but also in other countries.
* There are more opportunities in the sciences, social sciences, econ than in the humanities, fine arts and professional programs.
* Programs are typically 8 to 10 weeks.
* Stipend (average around $4,000), housing and food typically included plus travel expenses.
* Most require completion of sophomore year of study but not all (e.g. Scripps Research Institute SURF Program).
* More competitive candidates already have research experience. Still apply if you have strong academics and a strong interest in research and post-graduate study.
* Applying includes: application (where you rank the projects/faculty you want to work with), two letters of reference (these are from faculty and should include one from a faculty research mentor, if you have done research) and a personal statement. Statements typically ask how you got interested in your discipline, what you hope to gain from the summer research experience, if you have any previous research experience and what your long-term goals are. I advise you to talk about the limited research experiences available at Augsburg since we are not a large, research 1 university. Many programs have a mission to serve students from institutions like Augsburg.
* Deadlines vary, with bulk due late January and all of February and the occasional March.
* Apply to 5 or more. Try to see how competitive the program is by visiting the web site or e-mailing and asking how many applicants to slots available they had last year. You don’t want all your applications to be to highly competitive programs. Spread out your risk.
* Spend winter break finalizing the list of programs to which you will apply. Ideally, you start applications over break, but at a minimum, you return from break knowing where you will apply and why.
* Ask faculty to write letters as soon as you know that you are going to be applying to off-campus opportunities. Eventually, provide them with all the information they need (such as draft of your personal statement, list of schools applying to, links to web sites, deadlines) to write you an effective letter.
* Do not submit an application for off-campus research unless a faculty member or URGO has reviewed it.
* URGO staff members are happy to provide feedback on personal statements. E-mail [urgo@augsburg.edu](mailto:urgo@augsburg.edu) to make an appointment.

Tip: If you can afford it, contact a faculty member whose work interests you and offer to work for free for the summer. Consider it part of your tuition expense.