Undergraduate Summer Research Fellowship 2016

Summer Research Schedule

**Directions to Faculty Mentor:** Complete this form with your student and submit it during the Orientation Session. Please Print or Word Process on a separate sheet.

**Note:** Because research plans may change over the summer, the schedule below should be considered tentative. It is recommended that you and your student revise this schedule and adjust dates to reflect changes in accomplishing the activities below.

**Student’s Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mentor's Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Instructions:** Indicate your best estimate of the date that each of the activities below will be completed. The fellowship requires a minimum of 8 weeks of full-time study and if the student is working part-time (or more), the actual length of the program must be adjusted to account for this.

**NOTE: Research cannot start until the Pre-Research Steps are completed:**

**PRE-RESEARCH:**  Must be completed after the Orientation Session but ***before*** the student begins the research project

\_\_\_\_\_\_\_\_\_\_\_ Completion of Student Self-Reflection

\_\_\_\_\_\_\_\_\_\_\_ Review of Student Self-Reflection by Faculty Mentor

\_\_\_\_\_\_\_\_\_\_\_ Student and Mentor Conversation to Discuss the Student Self-Reflection **(NOTE: This is when a student-mentor team identifies any additional Outcomes and the Mentor adds these outcomes prior to completing the Pre-Research Assessment)**

\_\_\_\_\_\_\_\_\_\_\_ Completion of Student and Mentor Pre-Research Assessment

\_\_\_\_\_\_\_\_\_\_\_ Student-Faculty Mentor meeting to discuss how each scored the assessments

**RESEARCH:** (Duration: Minimum of 8-weeks full time)

\_\_\_\_\_\_\_\_\_\_ Begin research project

\_\_\_\_\_\_\_\_\_\_ Mid-point of research

\_\_\_\_\_\_\_\_\_\_ Completion of Mid-Summer Progress Reports [Both the student and the mentor complete their own progress report]

\_\_\_\_\_\_\_\_\_\_ Completion of Student and Mentor Mid-Research Assessment

\_\_\_\_\_\_\_\_\_\_ Student-Faculty Mentor meeting to discuss how each scored the assessments

\_\_\_\_\_\_\_\_\_\_Conduct second half of research

\_\_\_\_\_\_\_\_\_ Student uploads 4-5 page summary of research and 3 PPTX slides summarizing research

\_\_\_\_\_\_\_\_\_\_\_ Completion of Student and Mentor End-of-Research Assessment

\_\_\_\_\_\_\_\_\_\_\_ Student-Faculty Mentor meeting to discuss how each scored the assessments

\_\_\_\_\_\_\_\_\_\_ Completion of Final Reports [Both the student and the mentor complete their own final report]

POST-RESEARCH:

Early October, 2016 – USRF Wrap up Session (date and time to be announced in mid-August)

Spring 2017 – 19th Annual Student Research and Creativity Celebration (date and time to be announced in mid-August)

### Student Signature and Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Faculty Signature and Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_