**The School of Science, Engineering and Health**

**Steinbrecher Undergraduate Summer Research Program**

**Spring Application (Student/Faculty Mentor) for Summer 2024**

**Please read and follow instructions carefully:**

1. This endowment was established to support projects that are experimental and collaborative in nature. By bounds of the trust, applicants must have a major in the departments of Biological Sciences, Chemistry and Biochemistry, or Health, Nutrition and Exercise Science, or be part of the pre-med program and working under the direction of a faculty member from one of these departments.
2. Student: complete this cover sheet with all requested information.
3. Student: complete the narrative section that begins on page 2.
4. Student: read the Acceptance and Agreement Form in this document and sign your name electronically by typing your name and date where indicated.
5. Student: Email your application with Steps 2-4 completed to your faculty mentor by March 18, 2024. He/she will complete the application.
6. Faculty mentor: complete the faculty support section, read the Acceptance and Agreement Form, sign the application electronically, and email it to schoolofseh@messiah.edu by March 25, 2024.

Please note that names should only appear on the cover page and on the Acceptance and Agreement Form.

No incomplete or late applications will be reviewed.

Proposals will be reviewed and decisions announced by early April 2024.

**Last Name, First**: Click here to enter text. **Student ID:** Click here to enter text.

**Major:** Click here to enter text. **E-mail Address:** Click here to enter text.

**Expected Graduation Semester:**  Click here to enter text.

**Overall GPA:** Click here to enter text. **Major GPA:** Click here to enter text.

**Campus Address:** Click here to enter text.

**Campus Phone:** Click here to enter text.

**Permanent Address:** Click here to enter text.

**Home Phone:**  Click here to enter text.

**Name of Faculty Mentor:** Click here to enter text.

**Narrative Questions: To be completed by the student**

***In order to provide housing at a reasonable cost to the endowment, it is anticipated that all projects (regardless of the number of weeks requested) MUST be completed between Tuesday, May 28th and Friday, August 2nd.***

**Indicate Timetable of Work:**

**Number of Weeks (5-10):** Click here to enter text.

**Start Date (Tuesday if May 28th, or Monday, if later):** Click here to enter text.

**End Date (Friday):** Click here to enter text.

**Do you hope to live on campus?** Click here to enter text.

**Working Title of Proposed Research:** Click here to enter text.

**Student Major:** Click here to enter text.

**1. Background:** Briefly (300 words or fewer) describe the rationale for the study from your literature review. Use language that is appropriate for a scientist who may not be a specialist in the proposed area of research. Committee members reviewing these proposals have a variety of science backgrounds; your ability to articulate your project to a broad audience is part of the criteria for application evaluation.

**2. Proposal:** Provide a *brief* description (500 words or fewer) of the purpose of the study: the research

 question(s), hypothesis(es), and a description of the research procedures.

2.1 Research Question(s) and/or Hypothesis(es):

2.2 Summary of Research Procedures:

**3. References**

**4. Describe your previous research experience, both related to this specific proposal, and otherwise. Include a description of the project(s), time spent on the work, techniques and instrumentation mastered, as well as any presentations that resulted from the work.**

**5. How do you anticipate this summer research experience would benefit your long-term goals and career plans?**

 Rubric

Category 1: Quality of Written Proposal (focus on writing)

 Category 2: Quality of Project (focus on project description and planned experiments)

 Category 3: Benefit for student career

 Category 4: Benefit of research for faculty member and department (addressed in faculty comments)

**Faculty Mentor Support: To be completed by the faculty mentor**

**(Students should complete the cover sheet and page 2 and should electronically sign the last page before requesting this statement of support.)**

 **Indicate your level of support for this *student* and this *project*. Please address specifically the 1) collaborative and experimental nature of the proposed project 2) its potential benefit for the student’s career goals and 3) how it fits into your ongoing scholarship and is beneficial to your department and future students.**

**(Note: if you cut and paste your comments from another document, please change the font of your comments to match this application; Times Roman 11, to preserve the blind evaluation process)**

**Are you requesting summer salary for this project as well? \_\_\_\_\_\_\_\_\_\_**

**Faculty: after completing the statement of support, please read the Acceptance and Agreement Form below, type your name in the signature area, and email the entire application to schoolofseh@messiah.edu.**

**School of Science, Engineering and Health**

**Steinbrecher Undergraduate Summer Research Program**

**ACCEPTANCE AND AGREEMENT FORM**

**Please read and electronically sign the application indicating that you understand your responsibilities should you be offered a summer research position. Your faculty mentor must also sign this form.**

The purpose of the form is to confirm my participation in the School of Science, Engineering and Health’s Steinbrecher Undergraduate Summer Research Program. The following is a list of conditions and responsibilities that I accept and agree to perform as a participant in this program:

* Work with my Messiah University faculty mentor on a mutually agreed upon research project as described in the faculty and student applications.

There will be no student vacation or paid leave time during the work period. As a Steinbrecher research student, I understand that I must work the agreed upon number of weeks and hours or my stipend will be prorated according to hours actually worked.

It is expected that this research will require full-time work (40 hours) during all weeks proposed. A student may obtain secondary employment if the hours do not conflict with this full-time daily work. For example, additional employment in the evenings or on weekends is acceptable, but you should expect to be in the lab or field from about 8:30 to 5 every day of the week, with a half hour for lunch.

* Meet with my faculty mentor on a regular basis to review progress, receive help and develop future strategies. I understand that my mentor will be on campus and/or at the field site for a minimum of four hours/day on at least 80% of the project days. When he/she is not physically on-site, he/she will arrange supervisory coverage by another faculty member. Supervisory coverage means that I will know whom I should contact if I need help and he/she will know where I am and what I should be doing. On-call phone contact must be arranged between students and mentors/coverage personnel. I also understand that my mentor will train me in all pertinent safety protocols, provide me with campus safety contact information numbers and review with me the university’s general insurance rules. Abuse of this policy by faculty, staff or students will result in termination of funding and/or grant probation and will be enforced by the School of SEH Dean.
* Participate in Undergraduate Student Summer Research Programs arranged by faculty such as research seminars, journal clubs, field trips etc. I understand I am expected to present my project to other program participants during the summer program.
* Present research results at the School of Science, Engineering and Health Spring Symposium. Presentations at regional and national conferences are encouraged and support may be available for me to travel to and from a conference for such a purpose.
* Submit a 4 – 5 page summary report of the project on your last day of summer work, unless an extension is granted. Faculty mentor is accountable for reports being submitted on time. Report must be signed by faculty mentor.
* Determine my own tax liability and file my own individual income tax return with the

local, state, federal, and if applicable, other taxing entities.

I understand that the School of Science, Engineering and Health agrees to do the following during the course of my fellowship:

* Provide a $440/week stipend and on campus room and board for the 5-10-week research period; or $480/week stipend for research fellows who live off campus.
* Process my stipend promptly, provided all student documentation is submitted in a timely fashion. Summer stipends will be issued every two weeks.
* Provide me with guidelines and information for preparing all required materials, including summary report, summer and other presentations, program evaluation forms, etc.
* Provide material and facility resources agreed upon when the fellowship application was approved. Budget needs and funding sources must be accurately identified before the project and fellowship are approved. Funding sources include those provided through the School of SEH, the University, external partners or through faculty grants and/or collaborations.

**I agree to all the responsibilities and conditions outlined above.**

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Student Signature Date

I have read this notice of agreement and will work with the student to meet the requirements of the fellowship.

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Faculty Mentor Signature Date