

UNDERGRADUATE RESEARCH PROGRAM (URP) APPLICATION

Student Name:

Conducting research in an experimental lab?

Faculty Research Supervisor

Email:

Yes

No

Name:

RIN #:

Completed lab safety training?

Yes

No

Department:

Degree Program:

If yes, please indicate most recent month/year completed

Campus Phone:

Year: FY JR SR

Faculty Email:

Semester: Fall 20 Spring 20 Summer 20

Project Title:

If the research will be conducted in a biological, chemical, or radiation laboratory, you are required to complete lab safety training **BEFORE** you begin to work. Additional training requirements may be identified and required.

I AM REQUESTING CREDIT[†]

Course Number:

Total Number of Credits:

(Maximum = 4 credits)

Please submit the Undergraduate Research Project (URP) Registration 4UR Form (link below) directly to the Registrar's Office for the course and credits listed --- DO NOT ATTACH TO THIS FORM.

<https://info.rpi.edu/registrar/registration/#RegistrarForms>

[†]You cannot request both funding and credit

I AM REQUESTING FUNDING

It is required that all OUE URP funds be matched, 1 to 1 from either external or Institute sources.

Amount requested from URP \$

URP will provide up to \$400 at a minimum wage rate – amount is subject to change.

Matching Funds in the amount of \$

at an hourly rate of \$

Fund #

Org. #

Program #

The rate of pay for the URP is the minimum wage rate, however the department may choose to pay the student at a higher hourly rate.

- 1) Record hours within the same pay period that they are worked.
- 2) Funding is not available from OUE during the summer except for Arch students.
- 3) Most projects expect a minimum of 8 hours per week; **12 hours maximum per week**.

Student Status	Maximum Hours Per Week Student Can Work
Full Time	12
5-11 Credits	25
4 or Fewer	40

RESEARCH PLAN - Please include your research plan (minimum of 200 words) on page 2 of this application.

SIGNATURES

Student

Date

Faculty Research Supervisor

Date

Department URP Coordinator

Date

UNDERGRADUATE RESEARCH PROGRAM (URP) APPLICATION

Student Name: _____

RESEARCH PLAN:

Project Description:

A *student-written* description of the planned research to be undertaken must be submitted with this application. This description should include the research objectives and the role of the student in the research project. **An insufficient research plan will be returned for further explanation and may delay funding until it is completed and resubmitted.**