



## MU Undergraduate Research Scholars Program Academic Year 2007-2008



Deadline: Wednesday September 5, 2007 by 5:00 pm  
in the Office of Undergraduate Research (150 Life Sciences Center)

The MU Office of Undergraduate Research is accepting applications for the MU Undergraduate Research Scholars Program (MUURS). This program is open to all MU undergraduates (however, projects that are eligible for consideration for Life Sciences UROP are NOT eligible for consideration for MUURS funding.) Undergraduate research is defined as engagement in an independent research project conducted under the guidance of a faculty mentor. This includes creative as well as scholarly activities (playwriting, music composition, laboratory research, survey research, archival research, marketing research, art portfolios, etc.) Students majoring in business, humanities, journalism, education, social and behavioral sciences, and the arts are strongly encouraged to apply.

### Academic Year 2007-2008 Eligibility:

MU students are eligible to apply if they:

- Are a junior or senior (60 or more hours of credit) standing by Fall 2007.
- Have a cumulative GPA of 3.25 or better in their major and related classes.
- Will be enrolled as an MU undergraduate in both the 2007 fall semester and 2008 winter semester.
- Have a project that is not eligible to be funded under the Life Sciences Undergraduate Research Opportunity Program ([www.lsurop.missouri.edu](http://www.lsurop.missouri.edu)). Students with questions should contact Dr. Blockus.
- Attend one of the MUURS application informational meetings:
  - **Tuesday, August 21st**, 1-2pm, Bond Life Sciences Center, Room 572
  - **Monday, August 27th**, 4-5pm, Bond Life Sciences Center, Room 572

Students are *not eligible* to apply for funding for Academic Year 2007-2008 if they are graduating before May 2008.

*Students are only eligible to receive MUURS funding from this program once during their undergraduate career—regardless of whether they conduct their research during the summer or the academic year.*

Academic Year 2007-2008 Benefits: Academic Year MU Undergraduate Research Scholars will receive a \$2,500 scholarship stipend while participating in the program, which will be paid in four (4) \$625 increments. In addition to the stipend, students may apply for travel money to present their research at national meetings and conferences, and funds will be available to print a poster to present at the MU Undergraduate Research and Creative Achievements Forum on Monday, April 29, 2008.

Academic Year 2007-2008 Requirements: Scholars will be expected to work 15-20 hours per week on their project both semesters and meet with their faculty mentor on a regular basis. MU Undergraduate Research Scholars will be required to present their research at the Spring MU Undergraduate Research and Creative Achievements Forum and to turn in a written account of their experience (approximately 1500 words) via e-mail and hard copy in a format suitable for

publication in a peer-review journal of their discipline.

Intern Selection and Notification for AY 2007-2008: It will take two weeks to thoroughly review applications and make final selections. As soon as final decisions are made, we will attempt to quickly contact students via e-mail. All students and faculty mentors, regardless of their status, will receive official notification by campus mail or U.S. mail.

Applications:

**Prior to application, students are REQUIRED to attend one of the following MUURS informational sessions:**

- **Tuesday, August 21st**, 1-2pm, Bond Life Sciences Center, Room 572
- **Monday, August 27th**, 4-5pm, Bond Life Sciences Center, Room 572

Important information regarding the application, project proposal, personal statement, and letters of recommendation will be presented. **Students who do not attend an information session will NOT be eligible to apply for the 2007-08 academic year.** No exceptions will be made.

Applications can be downloaded from the Office of Undergraduate Research web site at [undergradresearch.missouri.edu](http://undergradresearch.missouri.edu) or picked up in the Office of Undergraduate Research in 150 Life Sciences Center. The submission deadline for applications is Wednesday, September 5th, 2007 at 5:00 pm in the Office of Undergraduate Research (150 Life Sciences Center). Applications must be submitted in hard copy format—no applications will be accepted in electronic form. A complete application will include:

- 1) *Application form.* The form must be typed or printed neatly in blue or black ink. It must include a list of your classes for the Fall 2007 semester. Although prior research experience is not required, if you have prior research experience it must be listed on your application. Please include the time period (semester/academic year/summer); your faculty mentor and his/her university/institution; whether you received academic credit, a salary, or a stipend; how many hours/week you participated in the work; and whether it was part of a formal internship program. Part-time research-related jobs should also be listed in this section. You are encouraged to expand upon your prior experience in your personal statement or through a résumé.
- 2) *A brief project proposal* (2 typed pages, single spaced). The project proposal should address the following:
  - a) **PURPOSE:** a clear and concise explanation of the question(s) to be answered or project to be conducted.
  - b) **METHODS:** a description of research approach, type of information collected, type of analyses, and activities to be accomplished during the period of funding (DO NOT include detailed descriptions of research methods/protocols—just cite references or give the standard name of the technique/protocol/method).
  - c) **SIGNIFICANCE:** a statement of the significance of the research of project. For example, how the research, scholarship, or creative activity relates to an important issue or concept in your field.
  - d) **INVOLVEMENT:** Tell us what you (the student) will actually do. Use simple terms to tell us how you will contribute to the project indicating how you will be

spending your time.

*Although you should consult with your mentor(s), the student should write the project proposal. The proposal should be configured in accordance with the standards of your individual academic discipline. **Keep in mind that your proposal will be evaluated by a multi-disciplinary committee--your proposal should be directed toward a more lay audience rather than to professionals in your field.** Make sure you use ALL the space allotted.*

- 3) *A personal statement* (no more than 1 typed page). Relate your educational objectives for this internship program to your long-range educational and career objectives and professional goals.
- 4) *An MU transcript.* Please go to STAR MU and print off an unofficial transcript (not a degree audit).
- 5) *Two letters of recommendation.* One letter must be from your faculty mentor(s). Other letters may be obtained from classroom instructors, faculty advisors, or other faculty mentors. Recommendation letters must come from faculty—Letters from graduate students will not be accepted. If you have conducted research in the last 12 months with someone other than your proposed faculty mentor, you must include a letter of recommendation from him/her or include a statement explaining why a letter could not be obtained. Hard copies can be mailed to Dr. Linda Blockus, Director, 150 Life Sciences Center, emailed to BlockusL@missouri.edu, or faxed to 573-884-9395 by September 20, 2007. All letters must be received before your application will be considered complete and ready for review. Faculty recommendation letters will NOT be accepted after Thursday, September 6, 2007. Faculty mentors also need to fill out the Faculty Mentor Recommendation Form and attach it to their letter of recommendation. These forms can be downloaded on-line at [undergradresearch.missouri.edu](http://undergradresearch.missouri.edu) under the MU Undergraduate Research Scholars Program page.

Other Reminders:

- Please do not staple or bind your application materials. Please use paper clips.
- All pages should be one sided.
- You do not need to use a special envelope or presentation folder.
- A résumé is not required but is encouraged.
- You are encouraged to share your application materials, in addition to your project proposal, with your faculty mentor prior to submission.

OTHER IMPORTANT INFORMATION TO BE READ BEFORE  
SUBMITTING YOUR APPLICATION

Scholar Stipends: Undergraduate research stipends are considered to be 'scholarship income' and will be processed through the MU Office of Financial Aid. Upon acceptance of the MU Undergraduate Research Scholar Internship, the MU Office of Financial Aid will be provided with your name, student ID number, and stipend amount. This will be calculated into your financial aid package. **The STIPEND MAY IMPACT YOUR FINANCIAL AID!** Students are encouraged to discuss this with their MU financial aid advisor prior to accepting the MU Scholars award.

After the MU Office of Financial Aid processes the stipend payment, the payment will be placed in your MU student account. If you have any outstanding payments owed to the University (ie, bookstore charges, housing, parking tickets, etc.), these charges will be taken care of first, before a refund check is issued. More detailed information will be provided in October to students who are selected as MU Undergraduate Research Scholars.

NCAA Athletes – If you are an intercollegiate athlete, your internship stipend (as scholarship income) may impact your athletic scholarship or eligibility. You should discuss participation in the undergraduate research program with your compliance officer before accepting the Undergraduate Research Scholars award.

Finding a Faculty Mentor and Developing a Project: You must identify a faculty mentor and, together with your mentor, develop an idea for a research project or scholarly activity. You are encouraged to check MU web sites with faculty research listings. You are strongly encouraged to consider faculty mentors both outside of and within your undergraduate major department.

Your faculty mentor must be able to guide you in the development of your project. Some projects are best served by faculty co-mentors. If you have two mentors, you should request recommendation letters from both of them. You may wish to include a third letter from a class instructor if your mentor(s) have not had you in class.

Your project may be suggested by a course you've taken, the research interests of your faculty mentor, or an idea of your own that challenges you to further exploration. You and your mentor should agree on the nature and scope of your project, your method of inquiry, a timetable, and the means by which you will meet your personal educational goals. If you have questions about the appropriateness of the research project, you should discuss the project with Dr. Linda Blockus (Director) prior to completing your application. Your project should provide a significant intellectual and educational experience. Students may receive academic credit (including capstone credit) for their project, as appropriate to their major.

#### Helpful Hints and Suggestions from the MURS Committee:

- The committee looks favorably on project proposals that are developed and written by the student; however, the initial idea for the project need not be student generated. The project idea may initially come from the faculty mentor.
- Reviewing/Citing scholarly literature in your field will help provide context for your project and help provide a rationale for the study. This can be done in your proposal or by a separate "work cited" page. A short review will demonstrate that you have done the background work necessary to complete an independent project.
- Projects should be grounded in a theoretical framework appropriate to your discipline and should be described.
- A clear statement of purpose is essential, and the proposal should be well organized with clear methods.
- The committee is interested in knowing how realistic it will be to obtain your data and/or if the data already exists, how you will access the data and other materials that will inform your scholarly work.
- The review committee is diverse in terms of academic discipline, so all proposals need to be crafted for someone who is educated and interested in your project but not necessarily familiar with your discipline and its practices.
- In your personal statement, be sure to articulate how your project/experience will contribute to your future goals and aspirations.



MU Undergraduate Research Scholars Program  
Academic Year 2007-2008



Student Name:

Student Number:

Academic Major:

E-mail Address:

Local/Campus Address (include zip code):

Local Phone Number:

Permanent Address (include state & zip code):

Overall Grade Point Average:  
GPA in major/related classes:  
Expected Month/Year of Graduation:

MU Faculty Mentor:

Fall 2007 Classes:

Mentor Department:

Mentor Campus Address:

Mentor E-mail:

Mentor Office Phone:

Proposed Project Title (15-word maximum):

Academic and extracurricular honors, distinctions, scholarships, etc.:

Memberships in academic organization and participation in academic activities:

Previous research experiences (if any):

Does your project require approval from the Institutional Review Board (IRB)? **yes**    **no**  
If yes, please include a copy of your IRB certificate with your application and list your IRB project number \_\_\_\_\_

Does your project require approval from any other organization (e.g. Department of Corrections)?  
**yes    no**

If yes, please include a copy of your approval notification.

References: List the names, titles, departments, and addresses of both your proposed faculty mentor and an additional faculty member *from whom letters of recommendation have been requested*. A third letter is optional.

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- All undergraduate research stipends are processed through the MU Office of Financial Aid as scholarship income. If you are receiving aid, you are urged to check with your financial aid advisor to determine how accepting a stipend might impact your financial aid package.
- If you are an intercollegiate athlete, you are encouraged to contact your compliance officer. Because the stipend is considered scholarship income, your athletic scholarship or eligibility may be affected.

Please attach with a paper clip (do not staple)...

- A brief project proposal (2 pages) – please see guidelines
- A personal statement (1 page)
- A current MU transcript (from STAR MU)

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**Remember – students who do not attend one of the MUURS information sessions are not eligible to apply for the 2007-08 academic year. No exceptions will be made.**

- **Tuesday, August 21st**, 1-2pm, Bond Life Sciences Center, Room 572
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Return this form and required attachments to:

Dr. Linda Blockus, Director  
Office of Undergraduate Research  
150 Bond Life Sciences Center  
University of Missouri-Columbia  
Columbia, MO 65211-7310  
Phone: 573-882-5979  
Email: BlockusL@missouri.edu  
Fax: 573-884-9395

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Wednesday September 5, 2007 by 5:00 pm.