TO:        ILR Faculty and Undergraduate Students

FROM:     Martin T. Wells, Director of Research

DATE:     January 30, 2015

SUBJECT:  2015-2016 ILR Undergraduate Research Fellows Program

The Undergraduate Research Fellows Program provides undergraduates with the opportunity to work with a professor during summer 2015 or academic year 2015-2016. This program was developed in response to numerous requests we have received from undergraduates for research opportunities and in the hope that it will facilitate one-on-one student/faculty interactions.

Summer Research Fellows

Summer Research Fellows will have the opportunity to engage in independent research under faculty members’ guidance or serve as research assistants for faculty members during the summer of 2015. Students participating in this program will receive summer funding of $3,200 to cover living expenses during a 10-week period and the summer self-help component of financial aid packages.

Academic Year Research Fellows

Academic Research Fellows will have the opportunity to serve as research assistants for faculty members during the 2015-2016 academic year. Students participating in this program will receive hourly pay of $10 per hour up to a maximum of $1,200 per semester. Awards will be made on a one semester basis with renewal possible for the second semester. Students may not earn credit for the research project during the semester or year they are being paid as a research assistant.

Application Procedures

Current ILR sophomores or juniors will be given first priority for the program. ILR freshmen are also eligible to apply. Interested students should seek out faculty members who are willing to serve as supervisors of their independent research and/or to employ them as research assistants. Faculty members are also encouraged to seek out students with whom they would like to work. When the matches are made, the attached application form and requested documentation should be submitted to my assistant, Kathy Roberts, in 291 Ives, by March 13, 2015. Award notifications will be announced by April 3, 2015. Faculty members may submit with no more than one student for the summer and no more than one student for the academic year.
The criteria used in selecting participants will be: 1) the academic record of the student; 2) for research assistants, the extent to which the faculty member’s description of the activities the student will perform as a research assistant suggests that the student will have a meaningful exposure to the research process and, for independent studies, the quality of the project proposed; 3) the track record of the faculty member in supervising student research and/or student research assistants; and 4) a letter of recommendation in support of the student from the faculty member who is supervising the research. This may be supplemented by an additional letter from another ILR School Faculty member if desired (for example, if the professor who will be supervising the project is not familiar with the student’s performance in class). The ILR Faculty Research committee will evaluate the applications and make the awards.
APPLICATION

ILR Undergraduate Research Fellows Program—2015-2016

Name: ________________________________________________________________

E-Mail Address: _________________________________________________________

Campus Address: _________________________________________________________

Campus Telephone: _____________________________________________________

Year at ILR (check 1)          Sophomore ________     Junior ________
                                 Freshman ________

Professor who will supervise you: ____________________________________________

Project Title: ____________________________________________________________

Application is for:       Summer 2015 ________  Academic Year 2015-2016 ________
                          FALL 2015 ________          SPRING 2016 ________

Students who wish to propose independent research activities (Summer Research Fellows only) should attach to this application

♦ a brief (one or two page) description of the topic they wish to study and how they plan to address this topic;
♦ a brief statement indicating why they want to do an independent study;
♦ a letter supporting the application from their faculty advisor, including a statement of why this student is especially deserving of support; and
♦ a copy of the student’s transcript (through the fall semester of 2012).

Faculty who wish to employ the student as a research assistant should attach to this application

♦ a brief (one or two page) description of the research project the faculty member is working on and the specific types of research activities in which the student will be engaged. This statement should be signed by the student;
♦ a letter supporting the applicant, including a statement of why this student is especially deserving of support;
♦ a statement from the student indicating why he or she wants to be a research assistant; and
♦ a copy of the student’s transcript (through the fall semester of 2012).

Applications should be submitted to my assistant, Kathy Roberts, in 291 Ives Hall, by March 13, 2015. If students or faculty members have any questions about the program, please contact Professor Wells at mtw1@cornell.edu.