

Research in Biological Sciences (119:307, 308, 406, 407)

Deadline to Apply- Third Friday of the Semester

INSTRUCTIONS TO APPLY:

- **Identify Research Opportunities:** Identify potential research projects or labs that align with your academic interests and goals. Research Rutgers NB faculty members participating in life science-based research.
- **Reach out to the faculty members whose research interests you.** Write a concise and professional email expressing your interest in their work and your desire to participate in research for credit. Attach your resume (if you have one), mention your availability and any relevant skills or experience you have. Previous research experience is not a requirement. This is a learning experience. We recommend reaching out to faculty prior to the semester you want to conduct research.
- **Interview with the potential Faculty Research Mentor and discuss the expectations for your role in their research program.** Once accepted, work with your mentor to learn relevant background information and to establish clear learning objectives for the research project. Ensure that you fully understand what the expectations are before committing by confirming responsibilities, time commitment, and any necessary prerequisites. Students must complete a minimum of 4-5 hours in the laboratory per week per registered credit of Research in Biology.
- **Prepare a 1-page research proposal, written by you, describing your research project for the semester.** The proposal must have a description of the background information necessary to understand and justify the work, a specific hypothesis to be tested, a detailed description of the data that you will collect, and a prediction about the results you will obtain. The proposal should also justify the number of credits that you would like to register for. If you are unsure whether your research project is appropriate, meets departmental guidelines, or if this is your first time applying, please feel free to email to Dr. Carr-Schmid (schmid@biology.rutgers.edu). Your PI should review and approve the proposal before you proceed to the next step of completing the contract.
- **Initiate Research in Biology Contract Powerform.** You will need your Faculty Research Mentor's contact information for completion of the contract. Use correct Rutgers email addresses and double check spelling. Begin signing and complete all indicated areas for Student Researcher. After you finish signing, the contract is automatically forwarded by email to your Faculty Research Mentor for approval. After they sign, the contract is automatically forwarded by email to Dr. Carr-Schmid for final departmental approval. Please note that post-docs and graduate students MAY NOT serve as Faculty Research Mentors. Please notify your Research Faculty Mentor by email upon signing your contract, so they can check their email.
- **Once your application receives approval, you will receive an email from DocuSign indicating the contract is complete, and you will be able to view the finalized contract. Your course index number and spn to register will be provided on the last page of the contract.** If you complete this process before drop/add ends, you will be able to register yourself. If it is after drop/add you must contact your SAS or SEBS Academic Advising Office (you can use their live chat) for assistance with registering for the course. Other courses dropped after drop/add will result in a W, so if you need the course to drop another, you must complete the application and receive approval and the spn before drop/add ends. Once registered for the course, please visit the CANVAS course site, and review any additional course information and deadlines.

Additional Guidelines and Requirements:

The student's research project requires approval by the Director of Advising for Biological Sciences and revisions of the proposal may be necessary.

The deadline to apply is the third Friday of the semester in which you want to enroll. Students should complete the application and receive approval by the drop/add deadline if course registration is needed to reach 12 credits or to avoid a W for dropping another course from their schedule.

Students receive training and supervision and should expect to be active participants in their project.

Group projects are not acceptable.

Research projects may not involve the use of human subjects.

Any necessary research safety training and animal use training (if applicable) to be compliant with a Rutgers policies are the responsibility of the Faculty Research Mentor

Students must complete at least 4-5 hours per week per registered credit.

Student researchers may not receive financial compensation or receive credit through another department/program for any hours applied toward Research in Biology credit hours.

Students participating in Aresty Research program for credit may submit their proposal for evaluation and if accepted, complete the research contract and switch registration over to Research in Biology. If they complete the requirement for the Research in Biology, it will count toward the Biological Sciences major.

Students must complete a 1–3-minute video about their research project, designed for general audiences, which is due at the semester mid-point (guidelines on the Canvas course site).

Students must submit a minimum 10 page written, graded paper (for guidelines, see <http://biology.rutgers.edu/biological-sciences/research> or Canvas course site).

A rough draft of the paper must be prepared one week in advance of the due date and submitted to both the research mentor and through the Canvas course site.

The final version of the paper, graded by the Faculty Research Mentor, is due by the second (or only) reading day at the end of the semester to the faculty member and to the Canvas course site. It must be uploaded to the assignment on the Canvas site.

Faculty Research mentors receive a grade sheet and rubric to complete assessment of student outcomes.

The assigning of a final grade in the course will be based upon both the student's efforts in the laboratory and completion of required hours and video and evaluation of the final research paper and determined by the Faculty Research Mentor.

Questions or concerns? Email the course coordinator, Dr. Carr-Schmid (Schmid@biology.Rutgers.edu)
