



OFFICE OF UNDERGRADUATE RESEARCH
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Academic Year Undergraduate Research Award Submission Guidelines

Background

- The Office of Undergraduate Research offers the Academic Year Undergraduate Research Award (AYURA) to support student-initiated, faculty-mentored independent scholarly research or creative endeavors during term-time from the Humanities and Social Sciences.
- **STUDENTS MUST SEEK NOMINATION FROM A WASHINGTON UNIVERSITY FACULTY MENTOR** in the field of proposed research who agrees to actively engage in overseeing the research project.

Deadlines

Nominations are accepted on a rolling basis for academic year research awards.

Award Recipient Expectations

1. Awardees must present their work at the undergraduate research symposium in the semester following receipt of the award. Details of this event will be covered in an Award Agreement.
2. Awardees must submit an end of award report following completion of their research experience.
3. For research activities involving human subjects, nominees must seek approval from the University's Human Research Protection Office (see <https://hrpo.wustl.edu/>).
4. All awards are considered taxable income by federal, state, and local government.
5. Research must not conflict with student's academic year studies

Instructions for Students

Awardees must be nominated by a Washington University faculty mentor in the field of proposed research who agrees to actively engage in overseeing the research project. **It is the student's responsibility to provide the mentor with all necessary forms and required documents.** A complete Nomination Packet includes the following:

1. Mentor Nomination (Please provide a copy of the Nomination Packet cover letter and Mentor Nomination Form to your mentor.)
2. Student Information Form (to be completed by the student and delivered to the mentor)
3. Research Proposal (4-5 pages double-spaced, to be completed in consultation with and then delivered to the mentor)
4. Second letter of nomination from a WashU faculty member in the field of proposed research.

The **Research Proposal** should address the following points:

- A. Study background
- B. Study methods



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- C. Implications of the study
- D. Importance to the Field of Research
- E. Importance to the student's academic progression
- F. Feasibility of the proposed study (including, how the research plan will accommodate the student's academic year studies)
- G. Necessity of the proposed research timeline (specifically why the research cannot be or was not conducted during the summer term)

All nomination components may be submitted by email, fax, or mail to:

Undergraduate Research Award Selection Committee

Attn: Helen Human

Office of Undergraduate Research

Washington University in St. Louis

Campus Box 1026

1 Brookings Drive

St. Louis, MO 63130

Fax: (314) 696-0565

Email: undergradresearch@wustl.edu

Web: <http://ur.wustl.edu>

Please direct all questions regarding the award process to undergradresearch@wustl.edu or (314) 935-7494.



Undergraduate Research Award Student Information Form

(To be included in the **Nomination Packet** submitted by the faculty mentor)

Name: _____ Student Identification # _____
Last First Middle Initial

Permanent Address: _____

Preferred Email Address: _____

Telephone Number: _____

Declared Major: _____

School Year: Freshman Sophomore
 Junior Senior

Graduation Year: _____

Research Mentor: _____

Major Advisor: _____

1. Have you received or are you seeking funding for this project from any other source? This includes any wages you may be earning. Additional sources of funding should cover **only** costs not covered by an undergraduate research award, and original documentation of expenses may be required.

Yes No

If answering "yes," indicate all other source(s):

2. Are you a citizen or permanent resident of the United States? Yes No

3. Are you a current or former Washington University scholarship or award recipient? Yes No
If answering "yes," indicate all program(s). (Examples: Mellon Mays, SURF, etc.)



4. Does this funding request include travel expenses?

Yes No

If “Yes”, what are the anticipated dates of travel?

Proposal Certification

By submitting this nomination, the student certifies the following:

1. *Office of Undergraduate Research staff may access my official Washington University transcript electronically for purposes of evaluating my nomination for this award.*
2. *The answers and statements contained in this submission are true to the best of my knowledge. I also certify that this submission, including any short answers and essays, is my own work.*
3. *I understand that I may be required to submit original documentation of my expenses.*
4. *I understand that if I accept an award from the Office of Undergraduate Research, I have agreed to provide a symposium presentation.*

I agree to all of the terms described above. Accept Do Not Accept

Student Signature

Date