

Undergraduate Student Research Support

Students carrying out Capstone and independent research projects (BSC 485-488 and BSC 491) may apply for some departmental funding for purchasing materials/supplies and small equipment. Stipends and travel can not be included.

You and your project director determine what is needed for your research project, assuming that many of these needs will be available in the mentor's laboratory or the storeroom. The simple, one-page budget form on the reverse side is used to list needed materials/supplies and attached to the proposal. The Capstone Coordinator or Student Support Committee will review the proposal and budget and if the money requested is appropriate, forward a copy to the BSC Chair who determines the actual amount of money to be awarded.

The following is a **checklist** for the Capstone/undergraduate research proposals

1. At least one semester in advance of undertaking a undergraduate research/Capstone the student should identify and talk with faculty project director.
2. Prepare budget form to request funding for your research. A brief (half to 1 page, double-spaced) description of the project with justification for the request should be appended.
3. Secure signature of advisor and deliver form to Biology office.
4. The Student Support Committee will review the proposed budget and forward recommendations to the BSC Chair.
5. Chair will communicate with student and advisor about funding or suggestions for modification.
6. Deadlines: **15 April** for fall semester and **15 November** for spring semester.

