

Hunter College 2017 Undergraduate Research Initiative Fellowships Request for Proposals

We are very pleased to announce that during the spring 2017 semester Hunter College will once again fund Undergraduate Research Initiative Fellowships. Based on the last five years of this successful program, the Initiative will continue to provide opportunities for undergraduate students to collaborate with Hunter's outstanding faculty—across the disciplines—in generating scholarly research and creative works. This document contains details and information about applying for these fellowships. For additional information, please visit the Undergraduate Research Initiative website at www.hunter.cuny.edu/ugresearch or send an email to ugresearch@hunter.cuny.edu.

To apply for a spring 2017 Fellowship, please submit an online application **no later than October 28th**:
<https://ww3.hunter.cuny.edu/scimon/view.php?id=21145>

Why Undergraduate Research Fellowships?

As faculty, you know all too well that classroom teaching is only part of what your students need to succeed. Mentoring outside the classroom – especially mentoring provided as part of a collaboration to examine, create and share new knowledge or creative works – can be critical in helping our undergraduate students develop the skills and knowledge they need to succeed in college and beyond. You also know that research experiences and one-on-one support and mentoring from outstanding faculty can have a transformative effect on students' professional and personal lives. It can awaken a passion for research that students did not know they possessed, and it can help students who did not think they could “do” research to recognize that they can not only do it—they can do it well enough to consider pursuing it as a career. In addition, there is strong evidence that undergraduate students who participate in scholarly research and creative activity outside of formal classroom settings are more engaged in their college studies, more likely to graduate, and more successful in applying for, and gaining entrance into, graduate school.

Fellowship Information

For the spring 2017 semester, we are offering fellowships that require a time commitment from the faculty mentor and student of 6 to 10 hours per week, for 10 to 12 weeks. At the time of application, faculty will be asked to specify the number of hours per week (between 6 and 10 hours) *and* the number of weeks during the semester (between 10 and 12 weeks) during which the student will participate in the fellowship.

All fellowships should culminate in a final product (e.g., original art, poster, contribution to a manuscript) to be determined by the faculty mentor and student fellow. *Students who receive 2017 fellowships are strongly encouraged to present their final projects at the 2017 Hunter College Undergraduate Research Conference. Information about submissions for the conference will be posted in fall 2016 on the conference website, <http://www.hunter.cuny.edu/ugresearch/conference>.*

During the fellowship period, faculty mentors and students should also consider spending some of their time together discussing the student's graduate school or career preparation issues.

Student Commitment and Compensation

- Students will be required to commit to 10 hours of research per week for 12 weeks.
- Students will be paid \$1200 total for their work. Students will be paid via a one-time stipend in the Spring of 2017.

Faculty Stipend

- One-time \$750 stipend for first student; \$500 for each additional student funded to work on the same project.
- Faculty will be paid as Non-teaching Adjuncts in June 2017.

Please see the “**2017 Fellowship Timeline**” below for details regarding the stipend enrollment and payment process.

Eligibility Information

Faculty Eligibility

All full-time faculty, including lecturers, are eligible to apply for an Undergraduate Research Fellowship.

Returning applicants: Faculty members whose students received fellowships in previous years are eligible to apply. Faculty members who are re-applying may apply to work with the same student or a new student. Being previously awarded a fellowship does not guarantee a continued fellowship and if funding is limited, priority will be given to faculty and students who have not previously been funded through this initiative. Applications from returning faculty will require justification for the need for additional funding, and, if applicable, the need to work with the same student again.

Student Eligibility

Students must be full-time students (i.e., enrolled for 12 or more credits) at Hunter during the spring 2017 semester.

Faculty should choose students for an Undergraduate Research Fellowship based on the requirements of their scholarly project or creative work. You may want to consider the following criteria, which have been used by a number of other successful undergraduate research programs:

- GPA of 2.8 or above
- Declared major in the faculty mentor’s discipline or a closely related area

Additional information

- Only one fellowship per student will be awarded.
- International students are eligible to participate *if* they already possess an on-campus work certification and a social security number.

2017 Fellowship Timeline

Mid-September, 2016	Request for Proposals Announced
October 28 th , 2016	Application deadline
November 18 th , 2016	Faculty are notified of decision
November 30 th , 2016	Faculty acceptance forms are due
December 1 st , 2016	Students are notified and sent information request form
December 14 th , 2016	Deadline for students to turn in information request forms
January 30 th – May 26 th , 2017	Weeks available for fellowship work
May 2017	Students receive their stipend
June 2017	Faculty receive their stipend