**Undergraduate Research Course Application - CURO courses**

**PSYC 4960R, PSYC 4970R, and PSYC 4980R**

**Deadline: 3rd day of drop/add for spring and fall semesters.** Please type.

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| To be completed by the faculty mentor to determine appropriateness of the course:   * Is this undergraduate research? Is this considered research in your discipline? * Is it faculty-mentored? * Will the student work at least 45 hours per credit hour received (this is equivalent to 3 hours per week per credit hour, during the spring and fall semesters) * Is there a required significant written assignment? A literature review will not suffice for the written assignment requirement. |

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| **Student and Course Information**  Before completing an application for an undergraduate research course, you should consult with your faculty mentor and academic advisor to determine best prefix, course number, and number of credit hours for you and your program of study.  **Prefix:** This application is for PSYC undergraduate research courses. If you are not applying for the PSYC prefix, please check with your department and/or CURO for the appropriate application documents.  **Course number:** The CURO R-suffix course series is a progressive series of undergraduate research courses. Students new to research should enroll in 4960R. Students requesting to enroll in 4970R or 4980R should have completed at least one 4960R in the same discipline.  **Credit Hours:** These are variable credit courses. CURO requires at least 45 hours of work for every credit hour earned. This is equivalent to a minimum of 3 hours a week during Spring and Fall semesters for each credit hour earned. For example:  1 credit hour: minimum of 45 hours of work, or 3 hours/week for 15 weeks  2 credit hours: minimum of 90 hours of work, or 6 hours/week for 15 weeks  3 credit hours: minimum 135 hours of work, or 9 hours/week for 15 weeks  Student Name (Last, First MI):  81#:  UGA E-mail:  Major(s):  Course prefix and number requested (PSYC 4960R, PSYC 4970R, or PSYC 4980R):  Number of credit hours requested:  Please list all undergraduate research courses you have previously completed or are currently enrolled in: |

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| **Course Syllabus**  This section details the requirements for the course, as agreed between you and your faculty mentor. It serves as an informal “contract” with your mentor, to determine if you fulfill the requirements for R-suffix courses, and may serve as the basis for your final grade. Please note that all CURO R-suffix undergraduate research courses are graded A-F. Please do not use or include “to be determined” or any unclear statements.   1. Description of the research 2. Description of the student’s role in the research 3. Indicate the total minimum number of hours you will devote to the research, and include a breakdown of how these hours will be met. This total reflects all work done for the course, including lab work, interviews, data analysis, literature review, and other assignments. 4. List assignments, due dates, and percentage of overall grade. Include any literature to be reviewed. Please note that this list must include at least one significant written assignment (lit review alone will not suffice), a requirement for the R-suffix undergraduate research courses. 5. List how frequently and when the student and research mentor will meet (i.e., twice weekly, on Mondays from 1 pm to 2:15 pm and Thursdays from 3:30 pm to 4:00 pm) |

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| **Human Subjects Research**  All UGA researchers who are engaged in research with Human Subjects must be approved by the UGA IRB to conduct that research. If your research involves human subjects, please discuss the process to obtain IRB approval with your mentor. As a first step to obtain IRB approvals, researchers must complete an educational program on ethics and procedures for Human Subjects research (CITI training).  Does your research involve Human Subjects? (Yes or No):  If your research involves Human Subjects, you must submit a copy of the completion report of your CITI training with this course application. Visit [https://research.uga.edu/hrpp/obtain-training/](https://research.uga.edu/hrpp/obtain-training/%20) for more information. |

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| **Domestic/International Travel**  Students traveling as a function of work done with the university need to contact the Office of Global Engagement and complete pre-departure steps through their office. The OGE application may ask both for the mentor’s name and the program director’s name, which may be necessary to complete your course registration process.  Does your research involve travel? (Yes or No): |

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| **Additional Information about CURO Courses and Opportunities**   * All undergraduate students conducting research are encouraged to apply to and present at the Spring CURO Symposium – for presentation at the Symposium, the only requirement is to have conducted undergraduate research and have an approved abstract. There are no course or funding prerequisites. https://symposium.curo.uga.edu * Any UGA undergraduate student conducting faculty-mentored research may apply for the $1,000 CURO * Research Assistantship, available fall, spring, and summer. There are no course prerequisites. * <https://curo.uga.edu/students/curo_research_assistantship.html> * Students who complete a total of 9 credit hours of CURO research and thesis courses (4960R, 4970R, 4980R, and 4990R), write and submit a thesis, and present at least once in the CURO Symposium, may be eligible for the CURO Graduation Distinction. <https://curo.uga.edu/students/graduation_distinction.html> * Honors students will receive Honors credit for all undergraduate research 4960R, 4970R, and 4980R courses, regardless of the prefix used. |

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| **Approval and Signatures Section**  Course application for:  Student’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Research Mentor’s name (UGA Faculty status required): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Faculty mentor signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mentor’s UGA email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mentor’s department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  PSYC approval signature (Department Head, Undergraduate Coordinator, or designee):  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Access to the course will be granted by Ms. Vanessa Murray ([vnessa21@uga.edu](mailto:vnessa21@uga.edu)) after the student's application is reviewed and approved. Once approved, you will receive an email with the corresponding CRN. |

Please submit this form in person to Dr. Steve Miller or Dr. Cyterski or hand to the Associate in the Main office (Psychology building 2nd floor) who will place it in their box for review and signature. You may also send the signed document via email to [cyterski@uga.edu](mailto:cyterski@uga.edu). Allow a full 1-2 business days.