**APPLICATION**

**Undergraduate Research Fellow**

**Transcript Designation**

Deadline: October 1 (for Fall Semester) or March 1 (for Spring Semester)

Name:

Student ID:

Email: Major:

Anticipated Graduation Term:

Faculty Mentor Name:

*The transcript designation “Undergraduate Research Fellow” is awarded to students who demonstrate that they have been deeply engaged in the processes of research, scholarly, and artistic production, from the inception of an initial question or line of inquiry, through the selection of appropriate research/scholarly methods or artistic processes, the execution of the project, and the circulation of the final product to a wide audience through publication, presentation, or performances. Please note that having a SEARCH or SUROP grant does not necessarily make a student eligible for the transcript designation of Undergraduate Research Fellow. The Undergraduate Research Advisory Board can only consider activities that the student has completed by the application deadline. Plans for presentations, publications, or other activities that occur after the application deadline cannot be used to establish that a student has meet the criteria for the transcript designation.*

This application consists of three parts: (1) This cover page; (2) An applicant’s statement (see pg. 2); (3) and a faculty mentor’s endorsement (see pg. 3). All three components must be submitted to the Assistant Director of Undergraduate Research, Audrey Lester, via email [lesterak@umkc.edu](mailto:lesterak@umkc.edu) by the deadlines listed above. Please note faculty mentors may return their endorsements to the student applicants to submit with their cover page and statement, or faculty mentors may submit their endorsement directly to the Assistant Director of Undergraduate Research.

**APPLICANT STATEMENT**

**Undergraduate Research Fellow**

**Transcript Designation**

*Please compose a brief statement (no more than 1,000 words) detailing your involvement in (1) generating a research, scholarly or artistic question; (2) selecting appropriate methods or processes to pursue that question; (3) executing the project; (4) circulating the project to a wide audience through publication, presentation, or performance. The applicant should address these criteria in four separate paragraphs in their statement You may choose to attach a PDF of any publications, presentations, or performance programs or links to performance videos. These artifacts are not included in the 1,000 word limit for your statement.*

**FACULTY MENTOR ENDORSEMENT**

**Undergraduate Research Fellow**

**Transcript Designation**

Faculty Mentor Name:

Department:

Student Applicant Name:

I support this student in their application to be designated an Undergraduate Research Fellow.

Signature: Date:

I ***do not*** support this student in their application to be designated an Undergraduate Research Fellow.

Signature: Date:

If you wish to provide the Undergraduate Research Advisory Board with any additional comments of support or explanation, please do so below.

Please return your endorsement to the student for submission with their application or you may send it directly to UMKC’s Assistant Director of Undergraduate Research, Audrey Lester, via email: [lesterak@umkc.edu](mailto:lesterak@umkc.edu). Your endorsement must be received by October 1 (fall semester) or March 1 (spring semester).