THE UNIVERSITY OF CHICAGO
UChicago Medicine
Pritzker School of Medicine

Pritzker Summer Research Program Guidelines & Requirements 2024

November 15, 2023

Application Timeline

Introduction to the Pritzker Summer Research Program (SRP) Meeting ……	**11/15/2023**
Link to Online Application Sent to Students ……	**12/01/2023**
Deadline to Meet with Mentor……	**1/18/2024**
Online Application Due……..	**2/01/2024**
"Intent to Participate" Form Due electronically to Candi Gard Gard (This form needs both student and mentor signatures)…….....	**02/01/2024**
Notification of SRP Application Status……..	**March 2024**
Required weekly Cluster Group Meetings……..	**Weekly**

Summer Research Program Schedule

Students funded through the Pritzker Summer Research Program are required to participate as described below. (Weekly project deadlines will be available on the SRP website). srp.uchicago.edu

Spring Quarter SRP Elective Begins ……..	**3/18/2024**
Summer Research Program Begins…….	**6/10/2024**
Research Seminar #1: Introduction to Research/Reference Managers……...	**April - tbd**
Research Seminar #2: Preparing your Written Report……	**6/10/2024**
Stipend Payment #1…….	**7/01/2024**
Research Seminar #3: The Art and Science of Successful Scientific Presentations/Authorship ……..	**July 2024**
Research Forum–Day 1…….	**8/21/2024**
Research Forum–Day 2……	**8/22/2024**
Concluding Assembly & Award Presentation ……	**8/23/2024**
Stipend Payment #2……..	**Program Completion**

SRP Objective

The objective of the Summer Research Program is to provide rising second year medical students exposure to medical research which animates and excites the student concerning the scientific basis of medicine.

SRP Goals

- To promote critical thinking and interest in research
- To teach investigational skills from discovery to dissemination (scientific presentation and paper writing)
- To inspire the development of future physicians who are able to integrate research into their careers

Selecting a Mentor/Project

Students should carefully select a mentor who has the time and willingness to commit to discussion/direction for the project. Students should inquire about the scope of the project, persons available as resources (technicians, post-docs), and the size of the lab. It is critical to have a discussion with the mentor as to the feasibility of completing the work in eleven weeks. The complexity of the research set-up, availability of all apparatuses that are required, the expectations of the mentor, idea of time commitment per week and the mentor's goals versus the student's goals for the experience should be ascertained.

Student and mentor should meet early and at least weekly to set and review goals and expectations for the Summer Research Program, which would include:

- Establishing close working relationships on a day-to-day basis for problem-solving and trouble-shooting the student's research technology
- Establishing a limited, achievable goal for the project during the eleven week summer program, which provides opportunity for student advancement of knowledge in an area promoting the student's self-interest and ownership of their project
- Enabling the student to acquire familiarity and expertise in utilizing one or more research techniques relevant to the mentor's program and the student's project
- Facilitating the student's participation in regular laboratory meetings, journal clubs and/or other research team activities, which enhances the student's scientific communication and awareness of how their research activity interacts with other laboratory or group activities
- Required participation in cluster group discussions with a research team leader and students with similar interests
- Learning how to write up research in the form of a scientific report
- Bringing the research to a productive close with a student/mentor review of data at the end of the eleven weeks, and working with the student to prepare their research paper for final submittal prior to the presentation for the Summer Research Forum on either August 23 or 24, 2023; and discussing the integration of research training and subsequent medical training in developing a career progressing toward the goal of becoming a clinician-scientist.

Program Structure

- The Summer Research Program is a twelve-week program, since short-term training grants permit funding for a minimum of three months.
    - The summer component is an eleven-week program beginning on Monday, June 10, 2024 and ending Friday, August 23, 2024. Students are required to participate in a research elective during Spring Quarter to meet the additional week requirement of the twelve-week program. You will receive 50 units of credit for this work.
- The Summer Research Program Steering Committee, consisting of both basic and clinical science faculty members, meets periodically throughout the program to discuss the progress of the students and any additional issues that may arise.
- Institutional Approval or Exemption is required for all research conducted through Pritzker's Summer Research Program. Please note that a faculty member (not a resident or student) must be the Principal Investigator (PI) on research protocols. (See Research Institutional Oversight)

- Students are required to meet weekly in Cluster Groups. Cluster Group faculty leaders have a structured set of experiences that they are asked to complete over the tenure of the program including discussion of the research progress of each student and the opportunity to have the students present their work in a small group prior to the Summer Research Forum.
    - Cluster Group participation is an integral part of the Summer Research Program and, as such, is a required activity of the program.
    - Each Cluster Group will identify a student liaison who will work directly with the Cluster Group faculty leaders to discuss times & locations of the weekly meetings based on the faculty availability.
- Four full group research seminars have been planned. The first seminar focuses on references managers. The second is designed to educate students on the program requirements, encryption, and data security. The third seminar is to prepare students with practical tips for writing the Discussion, preparing your presentation & guidance regarding authorship for publication. The final seminar occurs at the Concluding Assembly where prizes and awards are given. These seminars are required—the dates can be found on the 2023 calendar (and may be subject to change).
- The online application will be available to all MS1 students on December 1, 2023. The application deadline is on or before February 1, 2024.
    - Applications will be reviewed competitively for appropriateness. Emphasis will be placed on funding feasible research projects in which the student applicants have an opportunity to test a well-defined hypothesis.
    - Notification of the Summer Research Program application status will be sent out prior to Spring Break. Student may be asked to work with mentors to revise their application.
- On Friday, August 16, 2024, each student is required to submit a paper discussing their research and outlining their research procedures and findings.
- All students funded through this program are required to present their research at the Summer Research Forum, held the last two days of the eleven weeks. Each student will give a seven-minute presentation, followed by a two-minute question and answer session. Students are judged by faculty from both the clinical and basic sciences for a variety of awards.
- Research mentors are required to provide a small contribution of $450 in non-federal funds in order to extend the total program budget to fund all rigorous projects.

- The main hub of the Summer Research Program is the web application, **srp.uchicago.edu**. This is where student progress will be tracked, for both research and logistical purposes

SRP Spring Prep Elective

Students are required to participate in a research elective during spring quarter (50 units) to meet an additional one-week requirement of the eleven-week summer program (because short term training grants permit funding for a minimum of three months).

The objectives of the spring research elective are as follows:

1. to conduct a rigorous review of the literature necessary to become well-versed in the topic of the student's proposed summer research project
2. to learn and begin to conduct methods and procedures necessary for the student to successfully complete the proposed summer research project

This requirement translates into a MINIMUM of:

- 1 hour per week working directly with your faculty mentor, and
- 4 hours per week of independent study (learning lab techniques, literature review, etc.)

Please know that there are deliverables due at the end of this Spring Prep Elective period, prior to June 7th

Note: Your mentor may have additional requirements during Spring Quarter in order to prepare you to hit the ground running on June 10th.

By completing the online application, you are "registering" for a 50-unit elective. You do not need to do any additional paperwork to register. The registrar will follow-up with your mentor at the end of Spring Quarter to determine if this requirement has been fulfilled.

Stipend & Funding

- The Summer Research Program has several major external funding sources: The National Institute on Aging (NIA); the Minority Summer Research Grant from the National Heart, Lung, and Blood Institute (NHLBI); The National Cancer Institute (NCI), the Burroughs Wellcome Fellowship, and the Pritzker School of Medicine.

- Depending on funds available, funding source, and time students allocate, stipends for non-mission related projects may be lower than funded NIH mission related projects.

- Payments are made in two increments over the eleven week summer period. Prior to receiving the first stipend check, students must submit their IRB/IACUC or quality determination letter, research references, hypothesis and introduction on the SRP website, and receive mentor validation. The final stipend payment is distributed at the completion of the program after the student's work is submitted and validated by their mentor on the SRP website, and they have presented their work at the Research Forum.

- Students funded by the NHLBI are able to offer research mentors an opportunity for a $550 offset for student research supplies. Information will be provided to these mentors about the availability of these funds.
- SRP Students cannot be paid for work performed during the 11-week Summer Research Program.
- The Summer Research Program stipend reflects a fulltime commitment to research over the course of the 11-week program. Students cannot also receive payment for additional work during this time.

Role of the Research Mentor

In order to ensure a better understanding of the expectation of the research mentor's role, see the following:

- The student's project should be of a reasonable scope to ensure the likelihood that, within eleven weeks, the student will be able to describe results in the required presentation at the Summer Research Forum, and, where possible, obtain publishable results.
- The student should not be assigned as a research technician to accomplish someone else's project in the lab.
- The lab mentor needs to invest sufficient time in the student, including weekly conferences to discuss results and, where necessary, help to focus (or refocus) the direction of the project.
- The student and the research mentor should discuss the written report that is to be provided to the Pritzker School of Medicine at the close of the program.
- During the last week of the program the research mentor should discuss with the student how the information should be presented in the Summer Research Forum, including a practice presentation to the mentor and members of the lab.
- The research mentor should make their student presentation a priority and make every effort to attend their student's presentation at the Summer Research Forum
- The research mentor is primarily responsible for validating the student's online assignments. This is important in order for students to receive their stipend. srp.uchicago.edu
- Research mentors are required to provide a small contribution of $450 in non-federal funds in order to extend the total program budget to fund all rigorous projects.

Cluster Group Guidelines

- Student attendance is required and recorded at all Cluster Group weekly meetings.
- Cluster Group faculty leaders will begin to meet with students the first week of the Summer Research Program to outline the goals of the Group, and will meet each week thereafter until the conclusion of the program.
- Each Cluster Group will identify one Student Liaison to facilitate communication throughout the program between their Cluster Group faculty leaders and the students in their Cluster Group.
- Cluster Group Leaders will provide guidance on their availability to meet weekly.
- It is imperative that students assigned to that Cluster Group attend as one of the professional activities of the program and actively participate with faculty leaders who are volunteering their time during the summer.
- The normal structure of these group sessions is for students to present their project hypothesis, research methodologies, progress and challenges. Suggestions, guidance, and critiquing are all part of the exchange between students and the Cluster Group Leader.
- One of the most important goals of the Cluster Group is to facilitate the writing of the final scientific report. Each week students will be required to submit a portion of their report to the SRP website (srp.uchicago.edu). Part of each Cluster Group session will be devoted to the essentials of that section of the final scientific report.
- If progress is being impeded for a student for whatever reason, it is appropriate to raise these concerns to the Cluster Group Leader. Should the Cluster Group Leader not be able to resolve the issue, the problem(s) will be remanded to the Summer Research Program Co-Chairs for discussion.
- When feasible, Cluster Group Leaders are encouraged to talk about broader professional development issues (such as how one incorporates research into one's career goals, and the resulting rewards, difficulties, and sacrifices) as well as consideration of other research opportunities beyond the summer (resources, funding, and mentor availability).
- Cluster Group Leaders may be asked to validate the student's online assignments if the mentor is unavailable.

Institutional Research Oversight
(IRB, IACUC and Quality Determination)

Institutional Approval or Exemption is required for all research conducted through Pritzker's Summer Research Program. Please note that a faculty member (not a resident or student) must be the Principal Investigator (PI) on research protocols. Additionally, work CANNOT BEGIN until official approval/exemption has been obtained.

Institutional Review Board (IRB)
bsdirb.bsd.uchicago.edu

All studies involving people or human samples require IRB approval. While some of this research may be exempt from IRB approval, **only the IRB can determine EXEMPT status.** (The investigator cannot simply decide that the study meets criteria for exemption.) Please refer to the IRB webpage for additional information.

- Recall that you have completed IRB training as part of your Scholarship & Discovery 1A course.
- Additional training WILL be required for work with pediatric patients.
- Additional training MAY be required to be added to your particular research project.

Institutional Animal Care and Use Committee (IACUC)
researchadmin.uchicago.edu/iacuc/index.shtml

All studies involving lab animals require IACUC approval. Please refer to the IACUC webpage for additional information.

Quality Improvement (QI) Determination
https://hdsi.uchicago.edu/qi-determination/

A formal review process is required to ensure clear distinction between human subjects research and quality improvement initiatives to ensure the protection of our patients, investigators, and the institution. If you believe your research is eligible for QI determination, you will need to submit a QI review application so your project can be reviewed by the Center for Healthcare Delivery Science and Innovation.

For students who submit an application for a project that does not have institutional approval/exemption or has not been submitted for institutional approval/exemption by February 1, 2024:
You will be required to include an additional "back-up project" that is approved or exempt as part of the application process. If your initial project is not approved by March 18, 2024, and you still want to participate in SRP, you will be REQUIRED to pursue the back-up project for your spring elective and summer work.

Authorship

Many students will be authors on abstracts, posters, or manuscripts that result from Summer Research. All students will receive training on authorship criteria during the one of required SRP research seminars. Students will be responsible to know the formal criteria for authorship that are endorsed by the International Committee of Medical Journal Editors (ICMJE).
http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html

Authorship requires all of the following:

- Substantial contributions to: the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- Drafting the work or revising it critically for important intellectual content; AND
- Final approval of the version to be published; AND
- Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved

Data Security

Please be aware that portable data is vulnerable data and that the leading cause of data loss is stolen or misplaced personal computing devices. Moving data, especially protected health information (PHI), poses unique security risks for the University. Failure to abide by a few common-sense principles could result in disastrous consequences.

Some Guidelines:

- Securing your personal device is very important with the amount of sensitive information stored on those devices. We are all at risk and the stakes are high. Secure your device by following the steps outlined in the device specific guidelines located under the Guidelines and Procedures section at http://security.bsd.uchicago.edu/security-policies/**.**
- All devices (e.g., laptops, computer, tablets, and phones) must be protected with strong passwords AND encrypted. If you lose a device that is encrypted, it significantly decreases the burden of proof about data loss. Although it may seem obvious, do not write the password on the encrypted media. For more information, visit https://security.bsd.uchicago.edu/security-policies/
- The use of personally owned devices is covered under UCM Policy 06_POL-BD Personal Computing Device Policy. **Ensuring your personally owned electronic device has active encryption enabled on the device is one of the most important steps to follow as part of this policy.**
- Being able to determine if your personally owned device is secure could be a challenge to verify by the Privacy Program. Without encryption, there is the potential for a breach of patient or other sensitive information if your device, such as your laptop, is lost or stolen. This is especially true if you have your UCM emails or other UCM confidential data available on the device. In certain circumstances, this could require the Privacy Program to have to review emails and other UCM applications to determine potential impacts when the laptop or other electronic device is not in the hands of the owner.
- Take a moment to review the settings on your personal device and assure it has encryption enabled either through a program that comes on your device, for example File Vault for Apple devices or Bitlocker for Windows devices, or through a separate encryption software that you purchase and install on your device. It can also be helpful to take a quick screenshot of the active encryption display to save for yourself in case your device is lost or stolen. This could provide important information to the Privacy Program if your device is away from you. Please feel free to reach out me directly or to the Privacy Program with questions.
- Never email unencrypted PHI to someone outside of the University. If you must email PHI, the Secure E-Mail Portal provides a secure way for employees to email Restricted information, such as PHI, to recipients outside of UCM and the BSD. For more information, visit the UCM Information Security Office Data Guardian Program webpage at **http://home.uchospitals.edu/** ;
  Go to Quick Links on the left hand side of the screen and click on "Information Security Office" > Data Guardian Program.
- Everyone must enroll in 2Factor Authentication (2FA). 2FA enhances the security of your CNetID by using your phone to verify your identity. This prevents anyone but you from using your account to log in to University websites, even if they know your CNetID password. Please visit **https://2fa.uchicago.edu** and click on
  'Go to 2Factor' to enroll today!
- Never store restricted information in an unencrypted state where it might be compromised. This includes removable media such as flash drives and CDs. UChicagoBox — a cloud-based file storage and sharing service is available for storing patient information (HIPAA). Please visit **http://security.bsd.uchicago.edu/wp-content/uploads/sites/2/2016/09/UChicago-Box-Instructions-for-BSD.pdf** for instructions on how to use the UChicagoBox, as
  well as a step by step guide on how to secure Restricted information.
- University Treatment of Confidential Information – 601. This is considered restricted vs. not, misuses of data, and consequences if confidential information is misused:

https://humanresources.uchicago.edu/fpg/policies/600/p601.shtml

- If you have questions, concerns, or needs guidance related to security; please contact one of the information security offices. While ISO's deal with compromises, they are also here for guidance and to be a helpful resource. If you suspect that your data has been compromised, report it immediately to your mentor/PI and the
departments below:

DEPARTMENT	**EMAIL/PHONE**
BSD Information Security Office	security@bsd.uchicago.edu
UCM Information Security Office	security@uchospitals.edu, or 773-702-3456
UCM Privacy Program	hpo@bsd.uchicago.edu, or 773-834-9716
Anonymous Resource Line	1-877-440-5480, select option 2

FAQs

1. **Why are certain projects considered part of the "mission"?**

   SRP positions are funded through NIH training grants which are to train students in the NIH mission areas. A minority training grant also exists for funding projects related to cardiovascular disease and hematology. The remainder of positions are funded through the Pritzker School of Medicine. Because Pritzker funding is finite, ensuring SRP funding for Pritzker students overall depends on ensuring that at least half of our students work in our mission areas.

2. **I looked through the Scholarly Opportunities Online Catalog and have not found a project that I am interested in. What should I do?**

   We advise that you review the Scholarly Opportunities Online Catalog and **favorite any and all projects that you may be interested in.** Schedule a meeting with the faculty who very likely will showcase the SRP project and/or other related projects. **Many faculty have additional projects that may not be listed in the Scholarly Opportunities Online Catalog.** Often times, faculty know of other projects (with them or other faculty) that are IRB approved and may be relevant to your area of interest. If you are still at a loss, contact scholarshipanddiscovery@bsd.uchicago.edu as soon as possible to discuss potential opportunities.

3. **I have an idea about a project, how can I find a mentor?**

   We strongly encourage that you **pursue an ongoing IRB-approved project with a mentor who is invested in that project.** Student-initiated research projects for the SRP are unlikely to be approved for several reasons including: 1) lack of IRB approval or delay in project initiation due to seeking IRB approval (IRB approval may take months); 2) lack of a mentor investment in the project. The goal of SRP is to provide you with the skills and experience of conducting research. For those with the desire to conduct a student-initiated project, obtaining a PhD or additional training equivalent with mentorship is appropriate.

4. **When should I begin meeting with a research mentor?**

   You can meet with a mentor if you find a project you are interested in. Projects listed in the Scholarly Opportunities Online Catalog indicate faculty interest in mentoring students for research projects and can facilitate finding a project. You will also have the opportunity to interact with experienced mentors from each department who can connect you to other mentors or recommend projects based on your interest.

5. **I emailed a potential mentor last week and have not heard back from him/her? What should I do?**

   We recommend that you pursue two or three opportunities at the same time. You do not need to wait to hear from one faculty member before investigating other options. **Keep in mind that faculty are busy.** Faculty schedules are challenged by clinical-service responsibilities, remote conferences, dealing with a deadline, or trying to keep up with their email. **You must factor this into the time it will take to contact your mentor (and set up an appointment).** Many students often get into a bind because they wait until two or three weeks before the deadline to find a mentor, only to panic since the mentor can't meet with them for a variety of reasons listed above. These applications also tend to be of lower quality since less time and faculty input is invested in them. If you truly cannot coordinate a meeting time with your mentor (or do not hear back at all), we strongly advise that you pursue a different mentor and project. Your mentor should be invested in you and if they are not able to contribute the time to ensure a timely and high quality application for the deadline, it is unlikely that your summer experience will be much different. If you miss the application deadline (as with all research and educational opportunities including medical school), it is unlikely that your application will be considered.

6. **I'm interested in going into specialty X (i.e., dermatology, radiology, ENT, orthopedic surgery, etc.). Will doing research help me get into that specialty?**

   Please note you are not "closing yourself out of a specialty" through a choice of SRP Project. Residencies expect you will dabble in research, especially early in your medical education. Moreover, you will have an opportunity to do specialty-specific research in your fourth year when you will ultimately decide what you will go into. While it is important to identify a mentor in your clinical area of interest, these "clinical" mentors may not be suitable research mentors (especially if they are predominantly engaged in clinical work). Smaller, predominantly clinical specialties often may not have numerous research mentors and/or opportunities. In addition, it is important to remember that **high quality research that leads to scholarly work (regardless of field) will enhance your residency application.** It is in your best interest to find a mentor with a demonstrable track record of mentoring students and producing scholarly work. By limiting the clinical specialty of your potential research mentor, you are forgoing opportunities with successful mentors in basic science & clinical research applicable to many types of patient problems and/or specialties (i.e. immunology research relevant for dermatology; cancer biology or ethics relevant for almost any specialty, etc.)

7. **I would like to go abroad and do research somewhere else. Can I get funding through SRP?**

   In general, SRP funding is available for a limited number of global health research opportunities with University of Chicago faculty mentors who have IRB-approved projects that are ongoing. SRP funding is only available for work with University of Chicago faculty members. For those students that are funded through other mechanisms who wish to participate in the SRP forum, applications will be considered. If you are considering a Global Health project, please reach out to Brian Callender, MD bcallend@medicine.bsd.uchicago.edu

8. **I would like to PE the Human Body Course and also do SRP. Is this allowed?**

   For students who wish to participate in SRP, we recommend serving as an anatomy PE after the conclusion of SRP in late August to allow for full participation in SRP especially towards the end of the research when the focus is on preparing the final paper and presentation. Rare exceptions may be made for exceptional students who wish to participate fully as an anatomy PE and also in SRP. These decisions are made by SRP Co-Chairs in conjunction with Dr. Callum Ross and are based on their ability to function as an anatomy PE while incurring a full-time obligation of SRP, the quality of the research proposed, the mentor for the project, and the student's ability to carry out the research. Students approved to be a PE for Human Body during SRP cannot be paid for their PE responsibilities.

9. **When can I begin working on the SRP project?**

   We recommend waiting until after the Steering Committee has reviewed your application and notified you of your acceptance into the program at the beginning of the Spring Quarter. Research proposals may be rejected or require substantial revision prior to acceptance, therefore it is important that you invest the time necessary to develop a scientifically rigorous proposal with your mentor. Use time during the Winter Quarter to find a mentor and to develop a robust project.

10. **I need STATA or statistical support for my project. What should I do?**

    As a student, you have full access to STATA 16 from your personal device using the Remote Apps and Desktop Connection or the UChicago Virtual Lab website.

    If you will regularly use the same computer to connect to the Virtual Lab, you can add a direct connection from your operating system's Control Panel:

For PC:

1. Open your Windows Control Panel, switch to Icon View, and open "**Remote Apps and Desktop Connections**.
2. At the left side of the Window, click "**Set up a new connection with RemoteApp and Desktop Connections**."
3. Fill in the address "**https://vlabapps.uchicago.edu/**" and click Next.
4. When you see the "**Ready to set up the connection**" dialog, Click Next.
5. A Windows Security dialog will appear, Login with your cNetID and password making sure to use "**ADLOCAL\cNetID**" and password.
6. Return to the "**Setup Connection**" dialog and click Finish.

This will add a folder to your Windows Start Menu (VLAB Remote Apps). When you want to launch a RemoteApp, you can use these shortcuts.

For Mac:

1. Download or open the Microsoft Remote Desktop app for MAC.Click the "+"
2. at the top and "Add Workspace", use "**https://vlabapps.uchicago.edu/**"
3. At this point you can either leave the User Account field to "Ask When Required".
4. Click next and authenticate.
5. Microsoft Remote Desktop will now present you the list of available apps in the Workspace tab.
6. When starting and app and the prompts asks for a username and password, Login with your cNetID and password making sure to use "**ADLOCAL\cNetID**" and password.

You can also access the Virtual Lab via the web if you do not want to create a shortcut on your computer; you can find instructions here: UChicago Virtual Lab | Academic Technology Solutions

With questions regarding this process, please contact IT services: itservices@uchicago.edu or 773-702-5800.

Statistical software is often provided by mentors. Since not all students require STATA and a variety of software programs are used by mentors, we rely on faculty to provide resources that you will need to complete your project. Students who wish to purchase their own copy of software for their laptop can do so through ITS (http://answers.uchicago.edu/page.php?id=20254) or directly through the manufacturer at their own expense.

Also know that biostatistical support is available to faculty mentors through the Biostatistics Clinic and an appointment can be made through the following website (biotime.uchicago.edu/Clinic.aspx). The Biostats Clinic provides free, short-term statistical consultation.

11. How can I make sure that I get a paper out of my SRP project?

A Summer Quarter project in and of itself is unlikely to lead to scholarly work (especially a publication). Students who continue their relationship with their mentor well into their medical school training (i.e. second year, Fentress/Arnold award during fourth year) are more likely to successfully produce scholarly products (posters, abstracts, papers) than those that limit themselves to Summer Quarter exposure. Therefore, we advise not pursuing any project with the expectation that your summer work alone will result in a scholarly product. We do, however, strongly encourage students to work with mentors that have a track record of scholarly work with students. *HINT: It's often a good idea to ask students who have worked with a mentor before regarding their success in this area.*

Frequently Asked Questions about Scholarship & Discovery

13. What will mentors know about Scholarship & Discovery?

Many of the mentors that have listed in the Scholarly Opportunities Online Catalog are experienced mentors who have sponsored students for many years. While we have sent out information to the faculty who listed in the Scholarly Opportunities Online Catalog explaining Scholarship & Discovery, it is very possible that mentors are still learning about the initiative. We advise that you talk to mentors about working with them over the summer first and keep in mind that they may still be learning about Scholarship & Discovery. If any mentors are unclear, you can direct them to our website **(scholarshipdiscovery.uchicago.edu)** and email **(scholarshipanddiscovery@bsd.uchicago.edu)** and we can follow up with information. The key for mentors to understand is that they don't need to "do anything extra" to be your Scholarship & Discovery mentor other than to help you to complete a project.

14. Do I have to do SRP for Scholarship & Discovery? Do I have to use my SRP project for S&D?

Remember summer work is optional – while we anticipate many of you will choose to participate in SRP and use your SRP project for Scholarship & Discovery, it is not required that you do so. We encourage you to choose the best project that matches your broad interests and also take advantage of other opportunities available to Pritzker students in a variety of activities (PE, community service, travel, etc.). Your track choice will be made in the beginning of second year.

Summer Research 2024 –"Intent to Participate"

DUE February 1

Both students and mentors who wish to be considered for participation must complete this form as part of the application process. The form should be emailed as a PDF, completed to Candi Gard cgard@bsd.uchicago.edu no later than February 1, 2024.

STUDENT SECTION:

My signature below indicates that I have submitted my application online and that I intend to participate in the Summer Research Program and adhere to its requirements as described in the *2024 SRP Guidelines and Requirements document*. My full participation in this program will culminate in a presentation at the Research Forum as well as a stipend provided in two payments.

Some of the responsibilities associated with this program include participating in the Spring elective, reporting to the lab/mentor by Monday June 10, 2024 to begin the project and attend the activities identified in the *2023-2024 SRP Guidelines and Requirements booklet*. This includes the Summer Research Program seminars as well as the Cluster Group meetings. (Any date conflicts are noted in my application for consideration.)

All assignments will need to be uploaded on time and validated by my mentor. Assignments will need to be validated prior to the receipt of stipend payments.

I will not hold a job during the 11 weeks that I am expected to devote to my project (Jun. 10th – Aug. 23rd)

I will work closely with my mentor on my final paper and presentation. I will present my research project on the date and time that will be assigned to me (either August 21st or August 22nd. I will also attend the Concluding Assembly on August 23rd.

Student Signature ..... Date .....

Student Name (Please Print) .....

Please sign:
I have read and understand the guidelines & requirements for the Summer Research Program _____

MENTOR SECTION:

My signature below indicates that I agree to mentor the above mentioned student for the:

A. Required Spring Elective (March 18, 2024 -May 24, 2024)
B. 11 weeks of the Summer Research Program (June 10, 2024 - August 23, 2024)

Some of the responsibilities associated with mentoring include establishing a close working relationship with this student, meeting weekly to discuss the project, reviewing the student's work, including the assignments that are uploaded on the SRP website for validation, and providing constructive criticism to help the student prepare the final paper and his/her oral presentation.

I am encouraged to attend the student's final presentation on the date to which they are assigned (either August 21st or August 22nd).

NOTE: I also agree to contribute $450 in non-federal funds towards the student's stipend.

Mentor Signature ..... Date .....

Mentor Name (Please Print .....

Name of Administrator who manages accounts (Please Print) .....

FAS Account Number the $450 .....

(What account number should be used to transfer the $450 mentor contribution)