Directed Research Contract

**Student Information**
- First name: 
- Last name: 
- Student ID Number: 
- Internet ID: 
- Major: 
- Note: Non-CBS majors should contact Kelaine Haas, Ph. D. (khaas@umn.edu) for assistance with Directed Research Contracts.
- Phone: 

Students on academic probation will need approval from their DUGS and their faculty mentor to register for Directed Research.

Are you on Academic Probation?  
- Yes  
- No  
- Not sure

**Faculty Mentor Information**
- First Name: 
- Last Name: 
- UMN Internet ID: 

Enter ID only, without @umn.edu. Please verify the internet ID by searching for your faculty mentor using the following link. 

[ASP:HYPERLINK]

**Contract Guidelines**

Note: The following contract guidelines should be completed by the faculty mentor and student prior to filling out and submitting this contract.

**Select course designator**

Select the DUGS based on Course Designator above.

**Proposed Registration**
- Term: Fall 2013/2014
- Course Number: 4994 - Directed Research
- Credits: 1
- Proposed project title: 

The objective of the project: The objective should be written by the student, in the form of a brief abstract. It should be aimed at an audience of their peers and explain the broad biological significance of the project.

The methods and resources to be used: The methodology should be briefly described by the student, focusing on how the methods will help achieve the objectives.

The following section is for Writing Intensive Courses Only (4794W or 4793W)

**Previous Experience:**
CBS requires that you have had previous experience working on the project that will be the focus of your Writing-Intensive Directed Research course. Have you done research on the project you are proposing in your directed research contract before? Students who have not had previous experience with their WI DR project will need approval from their DUGS and their faculty mentor to register for Directed Research. Please indicate the nature of your previous work on this project (check all that apply).

- No previous experience on this project
- Directed Research
- UROP project
- Volunteering
- Other

Nature of Previous work: 
- Describe: 

Students may register for only one semester of either 4794W or 4793W.

In most cases, registration for the writing intensive option should not be the first semester that the student participates in research in a given mentor’s laboratory.

You may only use 4794W to fulfill ONE writing intensive requirement.

Have you previously registered for 4794W?  
- Yes  
- No
Do you agree to participate in this study?  
☐ Yes  ☐ No

Student Signature: By entering your name below, you are digitally signing this contract.
Name ___________________________ Date: __________________

Please note: If you are planning a project that will span several terms, please note that you will need to file a new contract each semester. Students may only use 4793W to fulfill one writing intensive requirement.

The procedure for evaluating the project:
The grading basis for directed studies is S/N. See below for DUGS email addresses.

Check all that apply:
☐ Perform project work for 45 hours/credit/semester minimum
☐ Write a summary paper
☐ Attend scheduled lab meetings
☐ Present research at Undergraduate Symposium or other meeting
☐ Meet regularly with faculty mentor
☐ Prepare a poster summarizing your research
☐ Give a lab meeting presentation
☐ Other, please describe below:

The following section is for Writing Intensive Courses Only (4794W or 4793W):
Describe the nature of the writing components of the course:
• Writing, feedback, and revision should spread over the course of the semester.
• Please include a description of the interim writing activities and how they will be paced over the course of the semester. Establishing target dates can be helpful.
• Indicate which writing components will be revised in response to instructor feedback.

Formal* (for example, literature review, project proposal and/or grant subsections, symposium poster etc.):

Informal** (for example, paper outline, article summaries, etc.):
Describe the kinds of writing instruction that will be provided***:
• Writing instruction is a required aspect of the course and should be spread over the course of the semester and not be limited to providing feedback on a single piece of work.
• Please explain how writing instruction will be paced over the semester.
  (For example, mentor and student will work together to critically review journal articles, discuss plagiarism, scientific writing conventions such as active voice, tense, authorship guidelines, how and when to cite the work of others, mentor and student will discuss style and conventions for various paper subsections etc.):

* Writing intensive courses require 10-15 pages of formal writing apart from any informal writing. At least one formal writing assignment needs to undergo a substantive revision after receiving and discussing feedback.
** Informal writing, while not required for a writing intensive course, is characteristic of both laboratory research and literature review.
*** Instruction in discipline-specific writing is a required component of an upper division writing intensive (WI) course. Practice and instruction in discipline-specific writing should be important elements of the WI directed research experience. Additional information about using these courses to fulfill the WI requirement may be obtained from the CBS WI consultant, Dr. Leslie Schiff. She may be contacted by email at schif002@umn.edu.

More Info:

DIRECTOR OF UNDERGRADUATE STUDIES APPROVAL

First name:
Last name:
Date:
Approval:  □ Approved  □ More information from Student  □ More information from Faculty Mentor
Comment:

RESEARCH COORDINATOR

First name:
Last name:
Date:
Course Designator:
Course Number:
Class Number/Section:
Permission Number:
Expiration Date:
Comment:
Final Approval:  □ Approve  □ Permanently Reject

Submit  Save as draft

2 levels approval