



APPLICATION COVER SHEET
UNDERGRADUATE RESEARCH SCHOLAR
TRANSCRIPT DESIGNATION

STUDENT INFORMATION

NAME [FIRST AND LAST]

CAMPUS-WIDE IDENTIFICATION NUMBER [CWID#]

MAJOR

DATE OF GRADUATION [SEMESTER AND YEAR]

E-MAIL

PHONE

PERMANENT ADDRESS

STUDENT RESEARCH#1

PROJECT TITLE

PROJECT _____
 DURATION START [SEMESTER AND YEAR] _____ END [SEMESTER AND YEAR] _____

BY SIGNING BELOW I certify that the student named above worked with me on the original research project noted here.

FACULTY MENTOR

E-MAIL

SIGNATURE

DATE

DEPARTMENT

PRINT NAME

STUDENT RESEARCH#2

IF APPLICABLE

PROJECT TITLE

PROJECT _____
 DURATION START [SEMESTER AND YEAR] _____ END [SEMESTER AND YEAR] _____

BY SIGNING BELOW I certify that the student named above worked with me on the original research project noted here.

FACULTY MENTOR

E-MAIL

SIGNATURE

DATE

DEPARTMENT

PRINT NAME

ATTACH THE FOLLOWING

- A copy of the portion of the schedule of the symposium or conference where you presented your research (showing your name and presentation title) and the program cover
- A copy of the publication of your research and the publication's title page

SUBMIT TO

Henry Bellmon Office of Scholar Development & Undergraduate Research
 Oklahoma State University
 334 Student Union, Stillwater, OK 74078
 (P) 405-744-7313
 (E) tim.oneil@okstate.edu

OFFICE USE ONLY

These signatures authorize the student named above to receive the "Undergraduate Research Scholar" transcript designation as per *OSU Catalog* "Academic Enrichment Programs"—section 8 of "Henry Bellmon Office of Scholar Development."

RECEIVED BY _____ DATE _____
 Interim Director, Office of Scholar Development

APPROVED BY _____ DATE _____
 Chair, Undergraduate Research Scholars Committee

DEADLINE

For Fall 2015: **October 28, 2015**
 For Spring 2016: **April 1, 2016**
 For Summer 2016: **June 24, 2016**



REQUIREMENTS AND GUIDELINES
UNDERGRADUATE RESEARCH SCHOLAR
TRANSCRIPT DESIGNATION

REQUIREMENTS

To receive the “Undergraduate Research Scholar” transcript designation, students must

- ✓ For a minimum of two semesters, be engaged in and contribute substantively to a research or creative* project under the direction of a faculty member ^{and/or} faculty-led team;
- ✓ Present ^{his/her} research or creative project at a state, regional, or national conference ^{and/or} juried artistic venue, such as an art exhibition, concert or festival;
- ✓ Publish (or have accepted for publication) ^{his/her} research or creative project in a refereed [peer-reviewed] research, professional journal.

* “Creative projects,” such as those in the performing and fine arts or humanities, should include a significant component grounded in research.

Notes:

- Students in ALL COLLEGES AND MAJORS are welcome to apply for this university-wide opportunity.
- The “Undergraduate Research Scholar” transcript designation is *not* tied to the conferral of a degree, and accordingly can be placed on a student’s transcript prior to and for a limited period following the completion of a degree.
- For more information about these requirements see Faculty Council Recommendation No. 11-05-02-ASP.

APPLICATION PROCESS

To apply to receive the “Undergraduate Research Scholar” transcript designation, students must

- Complete and submit the official *Undergraduate Research Scholar Transcript Designation Cover Sheet* (reverse side) endorsed with signatures of the student applicant and at least one faculty member, including the following attachments:
 1. A copy of the portion of the schedule of the symposium or conference where the student applicant presented ^{his/her} research (showing ^{his/her} name and presentation title) and the program cover
 2. A copy of the publication of the student applicant’s research with a copy of the publication’s title page
- The “Undergraduate Research Scholars Committee,” composed of experienced faculty researchers representing a wide range of scholarly fields, will convene to evaluate applications certified by the Henry Bellmon Office of Scholar Development and Undergraduate Research.

Note:

In the evaluation of application materials, the URS Committee is expected to measure and confirm the quality and rigor of research and creative projects, taking into consideration a range of factors, including but not limited to the venue and mode of presentation(s) and publication(s).

CONTACT

Please, direct questions to

Henry Bellmon Office of Scholar
Development & Undergraduate Research
Oklahoma State University
334 Student Union, Stillwater, OK 74078
(P) 405-744-7313
(E) tim.oneil@okstate.edu

DEADLINE

Students may receive the “Undergraduate Research Scholar” transcript designation in any semester of their undergraduate education up to one (1) year following graduation.

Applications must be received up to six (6) weeks prior to the end of the semester (Fall or Spring) in which the designation is to be conferred.

Note: The URS designation may be conferred during the eight-week Summer semester as long as the application is received up to four (4) weeks prior to the end of term.