

LOWER DIVISION HONORS RESEARCH - HONORS 97 AGREEMENT FORM

Do not enroll in the HNPG 97 until you have secured a laboratory placement and have a faculty mentor. Honors will not place you, but we will advise you on how to find a placement. If you need help, see Kathryn Jones.

STUDENT NAME _____

ID # _____

CAMPUS ADDRESS _____

TELEPHONE _____

Class Level: Fr So Jr Sr

MAJOR _____

EMAIL _____

RESEARCH QUARTER: F W S SU

PAID POSITION: Y N

Student Section: Please carefully read the attached HNPG 97 Guideline that is on page three of this form. You will be held to the guideline and the requirements below. While the faculty must complete the section on page two of this form, you must provide the following:

1. By the end of the first week of the quarter (or earlier if requested by the UHP office), you are required to submit this form to the UHP office.
2. Include with the form a one page statement outlining what your duties in the laboratory will entail and what you hope to learn from this placement and how this experience will fit into your future goals.
3. Keep a weekly journal. Discuss your accomplishments, activities and duties for each individual week in one page. State what you learned each week, new skills acquired, insights, etc. Write a conclusion to the ten week experience. State how this experience fits into your future goals, if you will continue in this research project in the future and if so how would you like the research to grow and develop over time. Turn the journal in to the UHP office by the tenth week of the quarter. We will send your faculty mentor an evaluation form. Your grade will not be posted until the journal, the evaluation and any additional assignments are completed.
4. Honors 97 can only be taken for 2 or 4 units. Students are allowed to take this class to complete one of the Lower Division requirements for a total of 4units. Students are to complete the necessary hours of work, plus any other written or reading assignments given by the faculty mentor. The following is a breakdown of the weekly hours to be worked per unit awarded. Six Hours = 2 units, Twelve Hours = 4 units

Faculty Mentor: _____

Graduate Student _____

Research Placement/Dept: _____

Student Signature

Date

Faculty Mentor Section: (to be completed by the faculty)

Honors 97 can only be taken for 2 or 4 units. A maximum of 4 units of credit can be granted for the course. Students are allowed to take this class to complete one of the Lower Division requirements. Student are to complete the necessary hours of work, plus any other written or reading assignments given by the faculty mentor. The following is a breakdown of the weekly hours to be worked per unit awarded. Six Hours = 2 units, Twelve Hours = 4 units

1. Please outline the various duties and responsibilities the student will engage in as your research assistant.

2. How many hours per week will the student work? _____,
Number of units requested _____.

3. Will you approve for the student to keep a weekly journal of this experience? The journal will be submitted to the UHP office. You can review the journal at your discretion. Will you require the student to complete any other assignments (journal reviews, lab presentations, papers, etc.)

4. Are you willing to fill out a quarterly evaluation concerning the student's progress? It will be an on-line email correspondence.

5. Additional comments:

Faculty Signature

Date

HNPG 97 GUIDELINE

1. You must be in good standing with the UHP (overall grade point average of 3.20 or higher and fulfilling the UHP Learning Contract)
2. You must secure a placement and a faculty mentor.
3. Complete this form and the one page statement of duties to be performed before the end of the first week of the quarter (or before if requested by the UHP office). Please do not enroll yourself in the HNPG 97 course. The UHP office will enroll you.
4. The following is a breakdown of the weekly hours to be worked per unit awarded.

Six Hours = 2 units

Twelve Hours = 4 units

And, complete any other assignments required by the faculty mentor.

5. The requirement to keep a weekly journal can count for one hour of work per week. Each journal entry needs to be at least one page double spaced. If what you are doing in the lab does not result in the minimum weekly journal requirement, then you must complete additional assignments to fulfill the hours necessary.
6. One assignment students might be asked to complete can be the following:
 - a. Article review(s) related to the research from scholarly publications
 - b. Write a five/ten page double spaced paper to include an abstract (in your own words), and a critical analysis of each article. Critique both the structure and content of the article. Discuss your thoughts on the subject matter. State if the article was well written and clear? Did the article provide helpful insight into your future goals or career path? Was the article helpful to your professional development or add to your body of knowledge or research skills?
7. All assignments (or copies of assignments) and journals must to be submitted to the UHP office by the end of week ten.
8. The faculty will complete an evaluation of your research involvement and submit a copy to the UHP office.
9. The faculty mentor will award the grade, and a copy will be sent to the UHP office.

If you have any questions concerning the HNPG 97, please contact Kathryn Jones at the UHP office.