



Assistantship Application

URS Research Assistantship Grant Student Application Fall 2023

URS Assistantships provide wages to a student to assist Duke faculty on a research project. These funds are sent to the mentor's department for them to distribute to the student through payroll. The amount of this award will vary for each student. You may use this award to fill the gap in wages not covered by your Work Study award or it may be used to help offset the cost of a full Assistantship offered by your mentor.

If you are not eligible for work-study and your mentor does not have a source of funding for you, please complete this application and the URS office will work with you directly to understand your wage needs.

Please note: If you are enrolled in an Independent Study or are receiving course credit for research, you are not eligible to receive wages.

Once your application is complete (including your mentor's endorsement), you can anticipate hearing back from URS about your application within two weeks.

Student Information

First Name

Last Name

Duke Unique ID (begins with 0 or 1)

Student ID (begins with 2)

First Major

Duke E-Mail

Expected Graduation Date (MM/YYYY)

Undergraduates must be physically in North Carolina to be eligible for Duke payroll. Will you be working in North Carolina?

If you have questions about this requirement, please contact ursoffice@duke.edu.

Yes

No

Duke Faculty Mentor Information

An email will automatically be sent to your mentor after submitting this application asking them to complete a recommendation form. Please take the responsibility to make sure that they received the email, and be careful to enter the CORRECT email for your mentor.

*Please note: This mentor must be a faculty mentor, not a graduate student or post-doc.

Duke Mentor First Name

Duke Mentor Last Name

Duke Mentor Email

Faculty Mentor Department

If other department:

Are you a Pratt School of Engineering student?

Yes

No

Are you Work Study eligible? Please refer to your award letter or reach out to your Financial Aid Counselor.

Yes

No (please explain why)

Unsure

What type of Work Study are you eligible for? You must indicate which you are eligible for. Please refer to your award letter from financial aid.

I am eligible for Federal Work Study and 75% of my maximum wages are covered.

I am eligible for Duke Work Study and 50% of my maximum wages are covered.

Prior to this year, were you aware that you can use Work Study to do research? Please choose which best applies to you:

I'm a first-year student and didn't do research at Duke previously

Yes, I have utilized Work Study for research previously.

Yes, but my mentor was not willing to set up the Work Study arrangement because of the gap in wages between what work-study provides and what my mentor would have to provide.

Yes, but my mentor didn't know how to set up Work Study

No

Other (please explain)

Please choose which best applies to you:

My mentor is paying wages and I'm requesting \$400 to offset their cost.

My mentor is not paying wages, I'm not Work Study eligible, and am seeking funding for wages to do research.

Have you previously done research with this mentor?

Yes

No

I've done research at Duke, but not with this mentor.

N/A I'm a first year student

Have you previously been paid wages as a Duke student while conducting research? Check all that apply. (This is not applicable to first-year students or those who have not done research before).

Yes, I have previously been paid to work with this mentor during a Fall/Spring academic term.

Yes, I have previously been paid to do research with someone else during a Fall/Spring academic term.

Yes, I have previously been paid to do research as part of a summer program.

No, I have earned course credit.

No, I have volunteered.

N/A I'm a first year student or have not done research before

Are you willing and able to do research without receiving wages?

Yes

No (please explain)

Wages requested:

On Federal Work-Study: \$275 is the gap in wages in your award not covered for your employer

On Duke Work-Study: \$550 is the gap in wages in your award not covered for your employer

Being paid by your mentor: \$400 is the URS Assistantship award amount to help offset your mentor's expenses.

\$275 for Fed Work-Study

\$550 for Duke Work-Study

\$400 to offset Mentor's funding

I am not work-study eligible and my mentor does not have the funds to pay me.
(URS will reach out directly to discuss your need in more detail).

Position or Project Information

In your own words, provide a short description of the project or your position.

3-4 sentences should be sufficient.

Please select ALL that apply to your project

STEM

Humanities Research

Social Science Research

Community-Engaged Research

Global Health

Bass Connections Project

Energy Related Project

COVID-19 Related Project

Conducting research is an opportunity to discover, learn, observe, and contribute to scholarly work; and it is also a privilege that comes with great responsibilities to conduct yourself and your research with integrity and honesty.

URS requires URS grant applicants to complete the “Research Misconduct (RCR-Basic) (ID 16604)” course offered through Duke CITI Training in order to be eligible to receive the grant.

[Find directions to complete the training and for downloading the certificate here.](#)

Please upload your certificate of completion here.

Does your project involve research with human subjects?

Please review the information provided by the Campus Institutional Review Board at this link before you answer this question: <https://campusirb.duke.edu/resources/guides/defining-research-human-subjects>

If you are unable to clearly determine whether or not your research involves human subjects from this information, please contact Campus IRB at: campusirb@duke.edu

Yes

No

Research with human subjects requires IRB approval. Please state the status of your project's IRB application.

Note: Applications can be submitted and approved if IRB approval is pending, but final release of the funds depends on complete IRB approval, with a protocol expiration date that is valid until the end of the semester for which you are applying for funds.

Note: If you are working on a project under your mentor's IRB Protocol, you must be listed on the protocol.

IRB application not yet submitted

IRB application submitted and pending

IRB application approved with valid expiration date

Please list the IRB protocol number associated with your project and expiration date

Protocol Number

Protocol Expiration Date (MM/DD/YY)

If awarded this grant, if you do not receive IRB approval before October 1, 2023, the funds will not be released and you will need to re-apply for the grant in a subsequent semester in which you are also enrolled in an independent study course.

If awarded, I understand that I must submit my IRB Protocol number and valid expiration date on or before October 1, 2023 to receive the funds.

Term of Support Requested

Fall 2023

Agreement

As a recipient of URS funds for your assistantship, you will be expected to present at Duke's Undergraduate Research Symposium, held in Spring 2024.

I agree

For the safety and wellness of our community, I agree to adhere to the [Duke Compact](#) and workplace rules and regulations.

Check this box to confirm that you are a Duke Undergraduate Student and agree to the terms above.

Powered by Qualtrics