

URS Assistantship Grant Student Application - Fall 2024

Start of Block: Assistantship Application

Q31 URS Research Assistantship Grant Student Application Fall 2024 *URS Assistantships provide wages to a student to assist Duke faculty on a research project. The amount of this award will vary for each student. Students may use this award to fill the gap in wages not covered by a Work Study award or it may be used to help offset the cost of a full Assistantship offered by a mentor. **MOST DUKE STUDENTS ARE ELIGIBLE FOR WORK-STUDY** simply by submitting a FAFSA form, regardless of family income. Combined with the URS Assistantship, students are eligible to earn up to \$1100/semester (fall or spring) at no cost to their mentor. For students who are enrolled in courses during a particular summer session, they may be eligible for a reduced amount of work-study as well. For a full fellowship for the summer, students should apply to the Deans' Summer Research Fellowship.*

To apply for work study, students must complete the Free Application for Federal Student Aid (FAFSA). Once Duke receives your FAFSA results, they will be able to offer you Federal Work Study eligibility if you qualify for that. If you don't qualify for Federal Work Study, they will offer Duke Work Study eligibility. (Note: students seeking need-based institutional aid must also file the CSS Profile and complete the full aid application process). If a student is not eligible for work-study because they have not submitted a FAFSA form, the URS office encourages students to submit the FAFSA form **BEFORE** applying for a URS Assistantship. The max amount of a URS Assistantship for a student who would be eligible for work-study but hasn't submitted the FAFSA form will be \$400.

If a student is truly not eligible for work-study (a small number of students) and the mentor does not have a source of funding for wages, the student is still eligible for an assistantship and the URS office will work with you directly to understand your wage needs. This amount can be up to the equivalent award of work-study of \$1100/semester fall or spring. The amount will vary for the summer. Once your application is complete (including your mentor's endorsement), you can anticipate hearing back from URS about your application within two weeks.

Q31 Student Information

First Name (1) _____

Last Name (2) _____

Duke Unique ID (begins with 0 or 1) (8)

Student ID (begins with 2) (3)

First Major (4) _____

Duke E-Mail (5) _____

Expected Graduation Date (MM/YYYY) (6)

Q45 Are you receiving course credit for the research project that you are applying for this assistantship for?

Yes (1)

No (2)

Skip To: End of Survey If Are you receiving course credit for the research project that you are applying for this assistant... = Yes

Q44

Is this application for a URS Assistantship for continuing a research project for which you received a URS Assistantship in Spring 2024 with the same faculty mentor?

Yes (1)

No (2)

Display This Question:

If Is this application for a URS Assistantship for continuing a research project for which you recei... = Yes

Q36 Duke Faculty Mentor Information An email will automatically be sent to your mentor after submitting this application, with a copy of your responses, 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 (1)

Duke Mentor Last Name (2)

Duke Mentor Email (3) _____

Display This Question:

If Is this application for a URS Assistantship for continuing a research project for which you recei... = No

Q46 Duke Faculty Mentor Information An email will automatically be sent to your mentor after submitting this application, with a copy of your responses, 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 (1)

Duke Mentor Last Name (2)

Duke Mentor Email (3)



Q34 Faculty Mentor Department

▼ African & African American Studies (1) ... other department... (50)

Q4 If other department:

Q32 Are you a Pratt School of Engineering student?

Yes (1)

No (2)

Q47 Do you currently have an on-campus job in another Duke department?

Yes (1)

No (2)

Display This Question:

If Do you currently have an on-campus job in another Duke department? = Yes

Q48 Are you using your work-study award for your current on-campus job? Note that if you are, you can either discuss sharing the award between the two positions with your employers, or we can offer you \$400 flat for wages for the research assistantship.

- Yes, I'm using my work-study for another position and I want to share the work-study funds with this position. (1)
- Yes, I'm using my work-study funds for another position, and this position is not going to pay me using work-study funds. (2)
- No, I'm not using my work-study award for another campus job. (5)
- I don't have work-study (4)

Display This Question:

If Is this application for a URS Assistantship for continuing a research project for which you recei... = No

Q40 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 (7)
 - Yes, I have utilized Work Study for research previously. (1)
 - 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. (2)
 - Yes, but my mentor didn't know how to set up Work Study (3)
 - No (4)
 - Other (please explain)Y (5)
-

Display This Question:

If Is this application for a URS Assistantship for continuing a research project for which you recei... =
No

Q41 Have you previously been paid wages as a Duke student while conducting research?
Check all that apply.

Yes, I have previously been paid to work with this mentor during a Fall/Spring academic term. (1)

Yes, I have previously been paid to do research with someone else during a Fall/Spring academic term. (2)

Yes, I have previously been paid to do research as part of a summer program. (3)

No, I have earned course credit. (4)

No, I have volunteered. (5)

N/A I'm a first year student or have not done research before (6)

Q8

Work Study Eligibility and Wages

Wages requested - Check all that apply since these answers will help determine the amount of your URS Assistantship award.

If you have submitted a FAFSA form, you can determine whether you are eligible for Federal Work-Study or Duke Work-Study through Duke Hub. It can take 2-3 weeks from the time of submission of the FAFSA form until you hear back from Duke Financial Aid.

On Federal Work-Study: 25% of your wages are not covered by financial aid for your employer

On Duke Work-Study: 50% of your wages are not covered by financial aid for your employer

In some cases, mentors agree to help pay wages if the students do not have work-study funding. The URS Assistantship can help with wages up to \$400.

Please read all of these options carefully and check all that apply.

I am a US Citizen or Permanent Resident and have submitted a FAFSA form and heard back from Duke Financial Aid that I qualify for Federal Work-study and therefore am requesting a URS Assistantship for the 25% of my wages that are not covered by financial aid. (15)

I am a US Citizen or Permanent Resident and have submitted a FAFSA form and heard back from Duke Financial Aid that I qualify for Duke Work-Study and therefore am requesting a URS Assistantship for the 50% of my wages that are not covered by financial aid. (16)

I am a US Citizen or Permanent Resident and have submitted a FAFSA form and heard back from Duke Financial Aid that I am not eligible for federal or Duke work-study. (Please Explain) (9) _____

I am a US Citizen or Permanent Resident but I have not submitted a FAFSA form; therefore, I am not eligible for work study yet, but I do plan to submit the FAFSA form soon. (13)

I am a US Citizen or Permanent Resident but I have not submitted a FAFSA form nor do I plan to submit a FAFSA form to determine my eligibility for work-study funding. Therefore, I am not eligible for work study. My mentor is paying my wages from their own source and I'm requesting a URS Assistantship for \$400. (14)

I am a US Citizen or Permanent Resident but I have not submitted a FAFSA form nor do I plan to submit a FAFSA form to determine my eligibility for work-study funding. Therefore, I am not eligible for work study. My mentor is not paying my wages. I'm requesting assistance from URS in determining options for my wages. (18)

I am an International Student and eligible for Duke Work-study and therefore am requesting a URS Assistantship for the 50% of my wages that are not covered by financial aid. (10)

I am an International Student and did not request need-based financial aid during the admissions process and therefore am not eligible for Duke work-study. My mentor is paying my wages from their own source, not work-study, and I'm requesting a URS Assistantship for \$400. (11)

I am an International Student and did not request need-based financial aid during the admissions process and therefore am not eligible for Duke work-study. My mentor is

unable to pay any wages from their own source and I'm requesting assistance from URS in determining options for my wages. (3)

Other (please explain) (12)

Q49 You can find your eligibility for work-study in Duke Hub under your financial aid awards. Please upload a screen shot of this as confirmation that you have a work-study award. Eligibility and Amounts may vary for students so it is important that we have verification of your award.

Q7 In your own words, provide a short description of the research project that you will be assisting with.

3-4 sentences should be sufficient.

Q53 Why do you want to engage in research as an undergraduate?

Q56 What obstacles or challenges did you encounter or do you think undergraduates at Duke, in general, encounter when wanting to get involved in research?

Q58 You are applying for a URS Assistantship that will help you earn wages to engage in research. Please describe the impact this funding has on your engagement in research.

Q57 Are you willing to volunteer to engage in research, rather than earn wages?

- Yes (1)
- No (2)
- Maybe (3)

Q59 Please Explain

Q29 Please select ALL that apply to your project

- STEM (4)
- Humanities Research (6)
- Social Science Research (9)
- Community-Engaged Research (5)
- Global Health (7)
- Bass Connections Project (8)
- Energy Related Project (1)
- COVID-19 Related Project (2)

Q51 Is your project based in basic or clinical sciences lab?

Yes (1)

No (2)

Display This Question:

If Is your project based in basic or clinical sciences lab? = Yes

Q28 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 that any students doing SCIENTIFIC RESEARCH to complete the 5 module course (ID: 40483 in CITI)**

HOW TO ACCESS the RCR CITI online course:

- Go to the CITI website (<https://www.citiprogram.org/?pageID=668>)
- Log in through your organization, and scroll down to select “Duke RCR,” and NOT any other Duke affiliation (such as Duke Health or Duke University Campus IRB)
- You will be directed to single-sign-on (SSO) using your Duke NetID and password
- Scroll down to the “Add a Course” link and select the curriculum for “Undergraduate Students” to reach the correct RCR course (CITI ID 40483) Please upload a copy of your certificate of completion here.

Q40 Does your project involve research with human subjects?

Please review the information provided by the [Campus Institutional Review Board](#) before you answer this question.

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 (1)

No (2)

Display This Question:

If IRB = Yes

Q12 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 check-in or expiration date that is valid at least 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 (4)
- IRB application submitted and pending (2)
- IRB application approved with valid check-in/expiration date (3)

Display This Question:

If IRB Number = IRB application approved with valid check-in/expiration date

Q31 Please list the IRB protocol number associated with your project and expiration date

- Protocol Number (4) _____
- Protocol Check-In Expiration Date (MM/DD/YY) (5)

Display This Question:

If IRB Number = IRB application not yet submitted

Or IRB Number = IRB application submitted and pending

Q52 If awarded this grant, if you do not receive IRB approval before October 15, 2024, the funds will not be released and you will need to re-apply for the grant in a subsequent semester.

- I understand (1)

Q43 Term of Support Requested

Fall 2024 (1)

Q38

Agreement

As a recipient of URS funds for your assistantship, you will be invited to present at Duke's Undergraduate Research Symposium, held in Spring 2025.

I agree (1)

Q39 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. (1)

End of Block: Assistantship Application
