



Assistantship Application

URS Research Assistantship Grant Student Application Spring 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.

If a student is not eligible for work-study and the mentor does not have a source of funding for wages, we encourage the student to 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)

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

Yes

No

Is this application for a URS Assistantship for continuing a research project for which you received a URS Assistantship in Fall 2023 with the same faculty mentor?

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

Duke Faculty Mentor Information

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Duke Mentor First Name

Duke Mentor Last Name

Duke Mentor Email

Faculty Mentor Department

African & African American Studies

If other department:

Are you a Pratt School of Engineering student?

Yes

No

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)

Have you previously done research at Duke?

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.

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)

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 35% of these wages up to \$400.

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

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.

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 35% of my wages.

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.

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.

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.

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)

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.

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 35% of my wages.

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.

Other (please explain)

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 March 15, 2024, 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 March 15, 2024 to receive the funds.

Term of Support Requested

Spring 2024

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.

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