

SP2025 USRF Application Preview

SP2025 USRF-Undergraduate Summer Research Fellowship Application. Dear Student Applicant: The USRF application asks you to provide some personal information that might seem unrelated to your motivation and competence to conduct undergraduate research. The personal information (e.g., gender and ethnicity, whether or not you are a transfer student, and how many hours you work each week) is for OUR's own assessments—it will help the Office of Undergraduate Research to evaluate the impact of the program on students with widely varying backgrounds and characteristics. It is not part of our review process and will have no bearing on your chances of receiving a USRF award.

- Student name _____
- Banner ID _____
- Student academic department _____
- Student BSU email _____
- Student cell phone number _____
- Date of birth (MM/DD/YYYY) _____
- Gender _____
- Do you require Summer 2025 on-campus housing (Y/N)? _____

Please indicate your ethnicity:

- African American/Black
- American Indian/Alaskan Native
- Asian
- Hispanic/Latino(a)
- Mixed Ethnicity
- Other
- Pacific Islander/Native Hawaiian
- White

Student academic information (Note: The Office of Undergraduate Research will use SUNY Degree Works to obtain a semester-by-semester list of courses and grades. This information will only be used by those that review USRF applications):

- Academic major _____
- Current class level (the USRF program is limited to undergraduates at the sophomore/junior/senior level) _____
- Number of academic credit hours completed by the end of the Fall 2025 semester (do not include current semester courses) _____
- Are you a transfer student? (Y/N) _____
- Expected graduation date (mm/yyyy). The USRF is limited to students who will graduate in December 2026 or after. _____
- GPA (overall) _____
- GPA (academic major) _____

Student work/career information

● Number of hours you plan to work each week in summer 2025 if you receive a USRF award. The USRF is a full-time program and will impact the number of hours you can work at other jobs.

● What are your plans after graduation from Buffalo State?

● Degree of certainty about academic/career plans (Very certain, somewhat certain, somewhat uncertain, very uncertain) _____

Is there anything else you would like to tell us about your work, academic or career plans? If you plan to work over the summer, please address how you will be able to work while also participating in the USRF.

Faculty Mentor information

- Faculty Mentor name _____
- Faculty academic department _____
- Faculty BSU email (complete address -- please double-check for accuracy!) _____
- Faculty office phone _____

Start of Block: Part A: To be completed by Student USRF2026 applicant

Part A: Student Project Information

Note to Student applicant. After you have completed all Part A-Questions *below*, please click the final blue arrow button to send your application to your faculty mentor for approval. It is highly recommended that the student applicant work directly with their faculty mentor prior to answering the following questions. It is also a good idea to contact their faculty mentor to be sure they have received the automated message that contains an access link for the required approval of the application.

Title of proposed USRF Research/Creative activity:

Detailed description of the proposed USRF 2026 research, scholarly, or creative project (up to 500 words):

Significance of your proposed USRF project to advancing knowledge in the discipline and/or creating a new work of art (up to 200 words):

Please provide background information that offers a context for your proposed project and helps others to understand related work that has informed you about your project. (up to 500 words):

Describe the approach/methodology and specific steps you will use to carry out your proposed USRF project. Explain why this is a reasonable approach that should result in a high likelihood of a successful outcome (up to 500 words): NOTE: If you plan to conduct interviews, surveys, and/or other research activities with human subjects, research animals, or controlled substances or hazardous materials, please discuss in advance with your faculty mentor. If necessary, research compliance procedures and planning (e.g., IRB, IACUC) should be initiated as soon as you you learn that you will receive a summer award

End of Block: Part A: To be completed by Student USRF2025 applicant.

Start of Block: Part B: To be completed by Faculty Mentor

Part B-Faculty Mentor section.

Faculty, do you recommend this student for the summer USRF program? If yes, please complete the following questions. If no, then skip to the end and submit.

- Yes
- Yes, with some reservations
- No

Faculty, please indicate your BSU School:

- EDU
- SAS
- SOP

Faculty, please describe how you plan to mentor (support) your student throughout the proposed activity. Please be very specific on how many times per week you plan to meet and how you will monitor your student's progress during the summer. If the project requires compliance review (e.g., IRB), your statement should contain a timeline for such review and how you will work with your student to complete the process by the start of the summer. No OUR funding can be released until any required IRB review is completed, resulting in a determination of "Exempt" or "Approved" for the project (up to 500 words).

Faculty, the USRF program is designed for frequent one-on-one interaction between the student and faculty mentor. If either of you plans to spend extended periods of time away from the WNY region during the funding period, describe how your research and mentoring plan will address this issue.

Faculty, the student fellow is expected to devote a minimum of 250 hour to this full-time research/creative activity. This is a bit more than 8 weeks at 30 hours per week. If your student plans to work during the summer, describe what arrangements you have made with the student and how the part-time or full-time job impacts the student's ability to complete the proposed project.

Faculty, please provide a description (250 word maximum) of your professional accomplishments, including any previous and current scholarly activities that include undergraduate students. If you have previously served as a Faculty Mentor on a USRF award project, please provide: student name(s), brief description of the project(s), and outcome(s) (e.g., presentations, publications, performances, or other scholarly/creative activities that resulted, including presentations made during BSU's annual Student Research and Creativity Conference). Please do not include an extensive listing of your presentations/publications; summarize your scholarly work instead.

Faculty Mentor Recommendation Please provide a letter of recommendation (.doc, .docx, or .pdf format only) for your student that includes details/length of your academic association and your assessment of the student's prior preparation and ability to complete the proposed project. After you upload your letter, please click the blue button (bottom right) to submit the application.