

UNIVERSITY OF MONTEVALLO UNDERGRADUATE RESEARCH PROGRAM

UNDERGRADUATE RESEARCH APPLICATION

Instructions

Students	Complete Items 1–4 and 7–8 (if applicable), then email this document to your research advisor.
Faculty Mentors	Complete Item 5 and forward the full application to the Department Chair.
Department Chair	Complete Item 6, save as PDF, and send to URProgram@montevallo.edu (copy the faculty mentor). If student is a McNair Scholar, please also send final document to mcnair@montevallo.edu.

CHECKLIST

- ☐ Student completed Items 1–4 (and 7–8, if applicable)
- ☐ Faculty Mentor Evaluation included
- ☐ Department Chair Statement included
- ☐ Budget included (if applicable)
- ☐ HASRC approval attached (if applicable)
- ☐ Title ≤ 30 characters (if transcript option selected)

ITEM 1. BASIC INFORMATION

Student Name: _____

UM ID: _____

Faculty Mentor: _____

Research Discipline: _____

Project Title: _____

Transcript Listing: Yes ☐ No ☐ (Do you want the title of your project to be the name of the course? If yes, make sure it is 30 characters or less including spaces)

Classification: Freshman ☐, Sophomore ☐, Junior ☐, or Senior ☐

Status: Full Time ☐ or Part-time: ☐

Phone: _____

Email: _____

Major: _____

McNair Scholar: Yes ☐ or No ☐

Term: Fall ☐, Spring ☐, May ☐, Summer I ☐, Summer II ☐

Year: _____

Course Number Desired: _____

Cumulative GPA: _____

Relevant Coursework Completed: _____

Research Skills/Experience: _____

ITEM 2: DESCRIPTION OF RESEARCH (750-WORD MAX)

Address the following: Research question or hypothesis; Significance and impact; Methodology and feasibility (timeline/milestones); Anticipated outcomes; Student's role; Training and mentoring plan.

ITEM 3. RESEARCH BIBLIOGRAPHY

Attach a bibliography (APA, MLA, or discipline-appropriate).

ITEM 4. STUDENT STATEMENT OF PREPARATION AND GOALS (500-WORD MAX)

Address: (1) Motivation for the project; (2) Preparation; (3) Skills to gain; (4) How the project supports academic/career goals.

ITEM 5. FACULTY MENTOR EVALUATION (REQUIRED)

Please rate the student in each category using the following scale:	5 Excellent	4 Very Good	3 Adequate	2 Limited	1 Poor	N/A
Academic preparation for the project						
Research potential and creativity						
Work ethic and reliability						
Problem-solving ability and initiative						
Written and verbal communication skills						
Ability to work independently						
Professionalism and responsibility						
Overall research aptitude and readiness						

		Total:	
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Overall Endorsement: Strongly Recommend ☐ Recommend ☐
 Recommend with Reservations ☐ Do Not Recommend ☐

Narrative Statement (Required)

Describe the student's strengths, mentoring plan, and project feasibility. Address alignment with your research program and potential for publication/presentation.

ITEM 6. DEPARTMENT CHAIR APPROVAL (REQUIRED)

Chair's assessment: Merit, feasibility, and alignment with departmental priorities.

Endorse application: Yes ☐ No ☐

Comments: _____

ITEM 7. BUDGET (IF APPLICABLE)

Provide itemized and justified budget.

ITEM 8. HUMAN/ANIMAL SUBJECTS (IF APPLICABLE)

Attach HASRC approval memo.

(FOR REVIEWERS ONLY)

Category	Points	Student Score
Student Preparations & Goals (Items 1 &4)	25	
Project Quality & Feasibility (Item 2)	30	
Faculty Mentor Evaluation (Item 5)	25	
Potential Impact & Innovation (Items 2 &4)	20	
Total	100 Possible	

Reviewer Comments (Required if score <80):

DEPARTMENTAL COURSE NUMBERS	These are course numbers that could potentially be used instead of UR 100, UR 200, UR 300, or UR 400. Please confirm with your advisor/department chair that your project is appropriate to correspond with this course number.
AC 476	Applied Research in Accounting, 3 credit hours
ANTH 311	Selected Topics in Anthropology, 3 credit hours
ART 326	Special Topics, 3 credit hours
ART 327	Special Topics in Art History, 3 credit hours
BIO 480	Special Problems in Biology, 3 credit hours
CHEM 380	Special Projects in Chemistry, 3 credit hours
COMS 491	Directed Studies in Communication Studies, 3 credit hours
ENG 301	Special Topics in Language and Literature, 3 credit hours
ENG 302	Special Topics in Language and Literature II, 3 credit hours
ENG 489	Selected Topics in Literature and Language, Variable credit hours
ES 310	Special Topics in Environmental Studies, 3 credit hours
ES 410	Special Topics in Environmental Studies, 3 credit hours
ES 495	Environmental Studies Internship, 3 credit hours
EXNS 450	Special Topics in Exercise Science, 3 credit hours
EXNS 495	Directed Reading and Independent Study, 3 credit hours
FCS 460	Problems in Family and Consumer Sciences, 3 credit hours
FCS 475	Special Topics in Family and Consumer Sciences, 3 credit hours
FI 476	Applied Research in Finance, 3 credit hours
FL 370	Special Topics, 3 credit hours
FRN 300	Directed Independent Study, 3 credit hours
FRN 370	Special Topics, 3 credit hours
FRN 400	Directed Independent Study, 3 credit hours
FRN 470	Special Topics, 3 credit hours
GB 476	Applied Research in Business, 3 credit hours
GEOG 303	Selected Topics in Regional Geography, 3 credit hours
GEOG 411	Selected Topics in Geography, 3 credit hours
GSD 495	Game Studies and Design Special Topics, 3 credit hours
HIST 303	Selected Topics in History, 3 credit hours each
HIST 411	Selected Topics in History, 3 credit hours
HNRS 490	Honors Thesis/Project 3 credit hours
MATH 399	Independent Study, 3 credit hours
MATH 495	Special Topics, 3 credit hours
MATH 499	Independent Study, 3 credit hours
MC 357	Special Topics in Public Relations, 3 credit hours
MC 400	Special Topics in Journalism, 3 credit hours
MC 450	Seminar in Mass Communication, 3 credit hours
MC 491	Directed Study, 3 credit hours
MG 476	Applied Research in Management, 3 credit hours
MK 476	Applied Research in Marketing, 3 credit hours
MUS 490	Directed Independent Study in Composition, 3 credit hours
MUS 491	Directed Independent Study in Music, 3 credit hours
MUS 492	Directed Independent Study in Music Education, 3 credit hours
POS 303	Selected Topics in Political Science, 3 credit hours
POS 411	Selected Topics in Political Science, 3 credit hours
PSYC 491	Directed Readings in Psychology, 3 credit hours
SOC 303	Selected Topics in Sociology, 3 credit hours
SOC 411	Selected Topics in Sociology, 3 credit hours
SPN 300	Directed Independent Study, 3 credit hours
SPN 370	Special Topics, 3 credit hours
SPN 400	Directed Independent Study, 3 credit hours
SPN 470	Special Topics, 3 credit hours
SWK 301	Selected Topics in Social Work, 3 credit hours
SWK 411	Selected Topics in Social Work, 3 credit hours
THEA 493	Theatre Undergraduate Research, 3 credit hours