

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