

**CTL Undergraduate Research Fellowship**  
University of Oregon

**Project Description**

In 1998, Dr. Edward J. Kame’enui, Former Dean-Knight Professor and Founding Director of the Center on Teaching and Learning (CTL), created and established the Undergraduate Research Fellowship (URF) Program for a singular purpose: To support University of Oregon undergraduate students who are committed to research and the process of inquiry and are likely to pursue graduate studies with a commitment to conducting a sustained program of research.

The Undergraduate Research Fellowship Program supports Oregon residents who are full-time juniors and seniors in any major area of study to work as Research Fellows in any discipline (e.g., Chemistry, Education, English, Geography, Psychology) at the University of Oregon. Three fellowship positions are available for the 2014-2015 school year. Admission to the program is highly competitive. Students appointed to this fellowship are responsible for finding their own research experience, which must meet the approval of the URF Director. All URFs are granted a tuition waiver for each term during the academic year (Fall, Winter, and Spring; maximum of 17 credits per term) and are expected to commit a minimum of 10 hours per week to their research project. The URF fellowship and tuition waivers are contingent on making adequate progress and completing all requirements on a term-by-term basis. URFs will also be required to enroll in a research seminar for 1 credit hour each term during the 2014-2015 academic year. Admission to the program is based on the quality of a student’s application, personal statement (general focus, integration of activities, detailed planning), academic record, and faculty recommendations.

The Undergraduate Research Fellowship (URF) Program is sponsored by the Center on Teaching and Learning (CTL). As a well-established research center at the UO, CTL reports to the Office of the Vice President for Research and Innovation (VPRI). CTL is also affiliated with the College of Education. Visit <http://ctl.uoregon.edu/services/urf> for more information.

**Student Qualifications and Application Criteria**

Students from any major who exhibit substantial interest in research and who intend to pursue graduate school may apply to the URF program. The program is designed to support full-time students of junior or senior class standing with a cumulative GPA of at least 3.50. Applicants should provide a one-page personal statement that describes their goals, career aspirations, and topics of interest and experience in research. In addition to the personal statement, two letters of recommendation are required from faculty at the University of Oregon or another recently attended university. Applicants must complete an URF application and provide an unofficial transcript from all universities attended.

**Summary of Criteria**

➤ Oregon resident	➤ Full-time student
➤ Junior / Senior class standing	➤ 3.50 cumulative GPA or better
➤ 1 page personal statement of career goals, research interests, and experience	➤ 2 letters of recommendation from University of Oregon faculty members or another recently attended university
➤ Unofficial transcript(s)	➤ Program application

## **Application Process Timeline**

**All application materials for fellowships for the 2014-2015 academic year are due April 30, 2014.** Interviews for selected applicants will take place in mid-May. Recipients will be notified by June 6, 2014. Students have five days after the date of their notification letter to confirm acceptance of a fellowship award. Positions not confirmed in a timely fashion will be offered to other qualified applicants. Questions should be directed to Tanya Sheehan (541-346-1472 or tsheehan@uoregon.edu).

## **Recommendation Letters**

Recommendation letters from two faculty members (one letter from the student's faculty mentor and one letter from another reference) are required (Application Section II, Items 2C and 3B). Letters should be addressed to the URF Selection Committee and be:

- 1) Emailed directly from the faculty member to tsheehan@uoregon.edu (preferred method); or
- 2) Placed in a sealed envelope with the faculty member's signature across the seal and included with the rest of the application materials.

Applicants are allowed to submit additional letters of recommendation if desired.

## **Application Submission**

Completed applications should be submitted to: URF Selection Committee (c/o Tanya Sheehan):

- 1) U.S. Mail Address:           Center on Teaching and Learning  
5292 University of Oregon  
Eugene, OR 97403-5292
- 2) Campus Mail Address:     Center on Teaching and Learning (CTL)  
Riverfront Research Park
- 3) Hand Delivery Address:   Center on Teaching and Learning, Suite 207  
Riverfront Research Park  
1600 Millrace Drive

## **Affirmative Action and Equal Opportunity**

The Undergraduate Research Fellowship (URF) Program is sponsored by the Center on Teaching and Learning (CTL), which reports to the Office of the Vice President for Research and Innovation (VPRI) at the University of Oregon. The CTL and the University of Oregon ensure the right of all individuals to equal opportunity in education and employment in all programs sponsored by the university without regard to race, color, sex, national origin, age, religion, marital status, disability, veteran status, sexual orientation, or any other extraneous consideration not directly and substantively related to merit or performance. In addition, the university subscribes to the fundamental importance of a multicultural and diverse work force and student body to the effective implementation of its mission. Therefore, the university will take additional steps to afford members of protected groups every reasonable opportunity to participate as employees and students in the university's programs. This policy will be applied in accordance with applicable federal and state laws, regulations, and executive orders.

**Sexual Harassment.** The university does not tolerate sexual harassment in its many forms. Students and employees who believe they have been subjected to sexually based behavior or proposals should contact the Office of Affirmative Action and Equal Opportunity.

For assistance in any of these areas, write or call the Office of Affirmative Action and Equal Opportunity, 474 Oregon Hall, 5221 University of Oregon, Eugene OR 97403; telephone (541) 346-3123.



Undergraduate Research Fellowship
University of Oregon

2014 - 2015 Application

Section I.

Name \_\_\_\_\_ UO ID # \_\_\_\_\_
Current Address \_\_\_\_\_
City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_
Telephone (home) \_\_\_\_\_ (message) \_\_\_\_\_
Email Address \_\_\_\_\_

Ethnic Identity (mark all that apply):
(Optional - declining to provide this information will not effect consideration of your application)

- Decline Response
Asian Black or African-American
Hispanic or Latino or Chicano Native American or Alaska Native
White, non-Hispanic Pacific Islander
Middle Eastern Other: \_\_\_\_\_

Class standing (anticipated as of September 1, 2014): \_\_\_\_\_ Junior \_\_\_\_\_ Senior

Are you an Oregon resident? \_\_\_\_\_ Yes \_\_\_\_\_ No

Anticipated Graduation Date: \_\_\_\_\_

Anticipated Number of Credit Hours: Fall \_\_\_\_\_ Winter \_\_\_\_\_ Spring \_\_\_\_\_

Major Course of Study: \_\_\_\_\_

Current Overall Grade Point Average (GPA): \_\_\_\_\_ Current Major GPA: \_\_\_\_\_

Will you be on campus for the next 3 consecutive terms? Yes No

If not, please explain: \_\_\_\_\_

\_\_\_\_\_

**Section II.**

1. On a separate sheet of paper, provide a one page personal statement that describes your goals, career aspirations, and topics of interest and experience in research.

2A. Provide contact information for the faculty member that will serve as a mentor during your research experience.

Name \_\_\_\_\_ Rank \_\_\_\_\_  
Office Address \_\_\_\_\_  
Office Phone \_\_\_\_\_ Email Address \_\_\_\_\_

2B. On a separate sheet of paper, identify and briefly describe the potential research site (e.g., laboratory, research group) and research project that could serve as a research placement for your URF.

2C. Provide a letter of commitment and recommendation from your potential research mentor.

3A. Provide contact information for one additional reference from the University of Oregon or another university.

Name \_\_\_\_\_ Rank \_\_\_\_\_  
Office Address \_\_\_\_\_  
Office Phone \_\_\_\_\_ Email Address \_\_\_\_\_

3B. Provide a letter of recommendation from the reference named in Item 3A.

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**Application Checklist:**

- \_\_\_\_\_ Application Form
- \_\_\_\_\_ One page personal statement (Section II, Item 1)
- \_\_\_\_\_ Description of potential research project (Section II, Item 2B)
- \_\_\_\_\_ Two letters of recommendation from faculty (Section II, Items 2C and 3B)
- \_\_\_\_\_ Unofficial University transcript(s) from all universities attended