Work-study Research Assistant Program (WRAP)

1. **Purpose**
   The purpose of WRAP is to introduce <u>first- and second-year students</u> to undergraduate research under the guidance and mentorship of a faculty member. The Council on Undergraduate Research (CUR) defines undergraduate research (UR) as "*A mentored investigation or creative inquiry conducted by undergraduates that seeks to make a scholarly or artistic contribution to knowledge.*" (CUR 2022) Projects should be original in nature and seeking to add knowledge to the discipline of focus. This program cannot be used for dissertation work.

2. **Participants**
   a. Full-time students who have unmet financial need and are eligible for federal work study (as determined by the office of financial aid).
   b. Faculty members who are conducting ongoing research are invited to participate; though not required, they are welcome to make recommendations on student candidates.

3. **Pay**
   a. Students will be compensated at $10.00/hour for up to eight (8) hours per week. Please note the final determination for qualified total pay is based on the individual student's financial need for the year.

4. **Process**
   a. Students must complete an application for consideration.
   b. Faculty mentors will complete an application describing their research project (or proposal), identify tasks for the student, perceived skills development, learning outcomes, and more.

5. **Placement**
   After completion of an eligibility screen and program application, students will be assigned to a faculty mentor. The number of research hours per week is determined by the student's eligible financial need and the available research work set by the faculty mentor. Each position is up to either (8) hours per week for 15 weeks for two semesters or up to 240 hours during the year (July 1 – June 30). Continuation of placement is contingent on satisfactory service and unmet financial need.

It is the responsibility of the student to fulfill the responsibilities and tasks of their research placement. Faculty members will appropriately guide the student through the research tasks to create a robust and inclusive learning environment. Additional compensation, stipend, or reimbursed expenses for the research work are not guaranteed for faculty during this placement.

Further inquiries and questions may be directed to Dr. Kevin Ung at (ours@leeuniversity.edu).

Student Application

Thank you for your interest in WRAP. This form must be completed by the undergraduate student and submitted to ours@leeuniversity.edu. Please type your information in this document. Hand-written applications will **NOT** be accepted.

I.   Personal Information:

Name: _____   Date: _____

Student
ID #: _____   Phone: _____

Email: _____   Classification:
                                      (SR, JR, SO, FR) _____

How many years have you been at Lee? _____

List all declared majors and minors (undeclared is acceptable): _____

Are you a first-generation college student? (Defined as neither parents have completed a four-year degree): Yes/No _____

Are you a U.S. Citizen or have permanent citizenship? Yes/No_____

Do you have private scholarships or awards pending for the academic year? If so, please share. _____

Do you plan to take subsidized loans to finance your tuition? Yes/No _____
**This program will seek to reduce or negate your need for subsidized loans towards tuition.*

II.   Tell us why you are interested in WRAP. Discuss how this program will be beneficial to you (using 250 words or less):

III.   Though not required, do you have previous research experience? If so, please briefly describe them. Tell us what skills, software, or experiences you hope to gain from the WRAP placement (using 250 words or less):

IV. **Do you have a faculty member, a specific department, or research project(s) that you want to work with? If so, please list them below.**

V. **Please list at least two references (name, phone number, and email) who can speak to your academic abilities and commitment to your education. If you are a first-year student, you are welcome to list a high school teacher, guidance counselor, or someone who knows your academic work.**

_____   _____
(Student Signature)   (Date)

For WRAP committee use only:

Decision: Approved   Waitlisted   Denied

_____   _____
(WRAP Chair Signature)   (Date)

<u>Comments:</u>