

**ARTS AND SCIENCES  
AUTUMN QUARTER 2009 COMPETITION  
UNDERGRADUATE RESEARCH SCHOLARSHIPS**

**GENERAL INSTRUCTIONS**

- Application: Complete the attached form.
- Supporting Materials: Your application for an Undergraduate Research Scholarship must be accompanied by a project proposal, a budget, and a recommendation from the Arts and Sciences faculty member who will supervise it.
- Where to Submit: Arts and Sciences Honors Office, 207 Enarson Hall.
- When to Submit: The deadline is November 13, 2009.
- Conditions of Eligibility: You must plan to be a candidate for graduation *with research distinction* or plan to complete an equivalent research project, and have reached junior standing at the time of the award. You must be enrolled in a major program in the Arts and Sciences.
- Amount of Award: Awards generally range from \$500 to \$8,000 and are applied toward university fees at the rate of one-half the amount of the scholarship for winter quarter and one-half the amount for spring quarter, unless the project requires a different pattern of support. Any amount remaining after university fees have been paid will go directly to you at the beginning of each quarter, except as noted in the next paragraph, "Funding Conditions."
- Funding Conditions: By federal law, no student can be awarded aid in an amount which exceeds the estimated cost of education as established by the Office of Student Financial Aid. Therefore, for example, if you are already receiving a complete financial aid package, the research scholarship will substitute for some portion of that aid with no net increase of funds to you. An exception to this rule is allowable only for items legitimately listed on the budget, the amount of which can be awarded to you regardless of other aid. Applicants should list all expenses associated with the project, since such costs represent a financial commitment to the research, and it is that commitment which justifies additional assistance to students currently receiving other scholarships and/or loans. (Note: Lost income and tuition/fees are not expenses that can be included in the budget.)

*In countries under a current Department of State Travel Warning, undergraduate students cannot use scholarship awards for study abroad programs and/or individual international projects outside of venues approved by Ohio State. Graduate and professional students may petition the Study Abroad Health and Safety Committee for approval a minimum of three months prior to proposed travel. Please contact Grace Johnson (johnson.136@osu.edu) at the Office of International Affairs for further information.*

Other Funding:	If you have applied for or received any other funding for this project, the following information is required: quarter(s), amount, type of other funding; how the funding was/will be used; and why additional funding is necessary to complete the project.
Enrollment Conditions:	You generally must be enrolled as a full-time student (at least 12 credit hours) during the quarters in which you receive funding, although enrollment for only 5 credit hours with a heavy research emphasis is allowable.
Method of Selection:	Applications, proposals, and letters of recommendation are reviewed by the Arts and Sciences Honors Committee. The number of scholarships awarded will be determined by the amount of funds available. Applicants will be notified of the results of the competition by late December.
Progress Report:	A two-page, double-spaced mid-project progress report (countersigned by the project advisor) is due no later than February 15, 2010, and is required for release of the Spring Quarter 2010 stipend.
Thesis Submission:	The thesis must be submitted to the University Libraries Knowledge Bank no later than the end of the quarter in which the student will graduate.
Presentation of Research:	Students who receive funding are expected to present their research at the annual Denman Undergraduate Research Forum held in the spring.
Project Advisor:	The project advisor must be a faculty member with the rank of Assistant, Associate, or Full Professor.

### **THE PROJECT PROPOSAL**

Because most applicants are of comparable promise and ability, the quality and significance of the research project are decisive factors. Consequently, you should pay close attention to the following project proposal guidelines.

1. Select a research topic which you and your faculty project advisor believe can be completed within the period in which the scholarship is tendered. Elaborate proposals with questionable timetables will not be viewed favorably.
2. Prepare a project proposal of **not more than 5 typewritten double-spaced pages, a maximum of 1,250 words.**

This proposal must include the following:

- a concise summary of the methodology to be used in the research
- a discussion of related scholarship in the discipline
- the results anticipated
- the general significance of the project
- plans for forthcoming presentations and/or publications (if applicable)
- a bibliography

**Since your proposal is in competition with proposals from many other fields and will be judged by a small faculty panel which may not include a specialist in your field, you should write the proposal for a non-specialist audience and attempt to state your proposal and its significance in relatively non-technical terms.**

Your proposal also should include information concerning your background in the project field and a statement concerning any arrangements that have been made to obtain or use special equipment or other resources required for the project **(including IRB training and approval)**.

3. Because the project is to be carried out in close cooperation with your project advisor, the proposal should be written in consultation with the Arts and Sciences faculty member who will serve as the project advisor and write the official Project Advisor Recommendation.

### **PROJECT ADVISOR RECOMMENDATION**

A Project Advisor Recommendation form is attached. You should be certain to have your project advisor complete and return it to the Arts and Sciences Honors Office by November 13.

The importance of the faculty recommendation cannot be overemphasized. As students of high ability, most applicants will present evidence of academic aptitude and achievement. Therefore, the committee will need to base its decision at least partly on the potential value of the project for the student. The interest and concern of the faculty member, and his/her assessment of the student and the project, often will be decisive.

**NOTE:** Examples of successful project proposals from the past several years are on file in the Arts and Sciences Honors Office, 207 Enarson Hall, and are available for examination.

**APPLICATION**  
**ARTS AND SCIENCES**  
**AUTUMN QUARTER 2009 COMPETITION**  
**UNDERGRADUATE RESEARCH SCHOLARSHIPS**

**DEADLINE: NOVEMBER 13, 2009**

Please attach to proposal and return to:

Merijn van der Heijden, Assistant Dean  
Arts and Sciences Honors Office  
207 Enarson Hall  
154 West 12th Avenue

Date \_\_\_\_\_

1. Name (please print or type) \_\_\_\_\_  
(last) (first) (middle or maiden)
2. OSU ID \_\_\_\_\_ Telephone \_\_\_\_\_
3. Home Address \_\_\_\_\_  
\_\_\_\_\_ OSU e-mail \_\_\_\_\_
4. Major (related to this project) \_\_\_\_\_
5. Project Title \_\_\_\_\_  
\_\_\_\_\_
6. Project Advisor \_\_\_\_\_ Department \_\_\_\_\_
7. Cumulative point-hour ratio \_\_\_\_\_ Total earned hours \_\_\_\_\_
8. Other universities attended \_\_\_\_\_
9. Will you enter candidacy for graduation *with research distinction*? Yes \_\_\_\_ No \_\_\_\_
10. Is this a proposal for a project to be done in conjunction with your project advisor's research?  
Yes \_\_\_\_ No \_\_\_\_\_

**If yes, in both the proposal and recommendation, you and your project advisor should address the issue of the degree of project independence involved.**

11. During which quarters of the remainder of the 2010 academic year will you be working on your project?

Winter \_\_\_\_\_ Spring \_\_\_\_\_

12. During which quarters do you wish to be funded? (Please be aware you must be enrolled during funding quarters.)

Winter \_\_\_\_\_ Spring \_\_\_\_\_

13. Have you applied for or received any other funding to support this project? Yes \_\_\_\_ No \_\_\_\_

If yes, what type of funding have you applied for or received and when? \_\_\_\_\_

How much will/did you receive? \_\_\_\_\_

14. If yes, be sure to address this in your proposal. Include information regarding: when (quarters and years) and for how much (total dollar amount) the project was funded; how the funding was or will be used; and why additional funding is necessary.

15. Please ask the faculty member who will supervise your project to forward the Project Advisor Recommendation to 207 Enarson Hall by November 13, 2009.

16. Proposal Budget.

**NOTE** (See Funding Conditions): The budget is not used in evaluating proposals. Rather, it is used to justify increased university aid to those students already receiving assistance from other sources. Because budgeted items are exempt from the maximum amount of aid allowable except in very rare circumstances, you should be certain to prepare a budget. Please be as specific as possible and include only those items which directly pertain to your research. If you have no budget, indicate such in the following space.

**Total Amount:**

**By Item:**



