

CSUN Research and Development Award Application Information, Guidelines, and Instructions

Background: CSUN Scholarships and Grants

CSUN offers a variety of services to undergraduate students attending the University of Nevada, Las Vegas including nine different scholarships with varying criteria. CSUN awards over \$200,000 annually in scholarships and grants each year to eligible undergraduate students.

The CSUN Scholar Program was established by members of student government to recognize high achieving undergraduates at the University of Nevada, Las Vegas. Recipients of the nine different CSUN scholarships are distinguished as “CSUN Scholars” and are admitted to the CSUN Scholar Program, in which they are required to participate in university events throughout the school year. Scholars in this program are high achieving students with diverse backgrounds engaged in contributing to all aspects of the UNLV campus community.

The **Research and Development Scholarship** was created for the purposes of recognizing students who display academic abilities and potential. Under this scholarship, two (2) undergraduates will be admitted into the Scholar Program. Eligible students that complete the application will be considered to receive a scholarship of \$3,000 per academic year. Recipients inducted to the Scholar Program will be invited along with their family to attend an honorary banquet at the start of the fall semester.

A complete application packet that meets the criteria outlined below is required to be considered for the CSUN Research and Development Award.

I. Student Eligibility

- A. Eligibility at time of application: In order to be eligible for this scholarship, a student shall:
 - a. Have a 3.0 grade point average at the time of the award of the scholarship.
 - b. Be officially admitted and enrolled in at least 12 credits or its equivalent as determined as an approved academic accommodation by the Disability Resource Center (DRC). If the student is not taking at least 12 credits, they may submit a statement in the application to the Scholarships and Grants Committee with their reasoning why they should be exempted from this requirement.
 - i. In the case of an applicant with a disability, please provide documentation from the Disability Resource Center (DRC) indicating that the student is taking a course load equivalent to 12 credits as determined by the DRC.
 - c. Be currently engaged in a research/scholarly/art project under the guidance of a UNLV faculty research mentor.
 - d. Where required, all approvals for the ethical conduct of research and safety in

research must have been obtained for the project being conducted

- i. IRB approval for work with human subjects
- ii. IACUC approval for work with animal models
- iii. RMS training for research safety

B. Continuing eligibility requirements:

- a. All recipients shall maintain a 3.0 GPA and be enrolled in at least twelve (12) credits per semester, or its equivalent, as determined as an approved academic accommodation by the Disability Resource Center (DRC), during the term of the award.
- b. The Scholar must present at the Undergraduate Research Forum in the Spring, and the Undergraduate Research Showcase in the Fall semester.
- c. The Scholar must present at the UNLVoices event - a lecture series created to show the voices of various students with different backgrounds and accomplishments.
- d. Serve as an advocate for the CSUN Scholar Program by continuously recruiting other applicants and informing them about the opportunity.
- e. At the end of the first semester, the Scholar must come back and present to the Scholarships and Grants Committee on ways to improve the system and how the Scholarship has contributed to their academic/scholarly goals.

II. Deadlines

The application for the CSUN Research and Development Award opens in the Spring semester and is awarded for the upcoming academic year. The application deadline for the 2016-2017 academic year award is Monday, May 9, 2016.

III. Fraudulent Documentation Submission

All applications must be the original work of the applicant. Repeat or duplicate applications, and applications with sections duplicated from any other application will not be considered for the CSUN Research and Development Award. The presentation of false or otherwise incorrect information will lead to immediate disqualification of the application, and the student will be referred to the Office of Student Conduct for further consideration.

IV. Required Application Items

Application materials should be submitted through the online submission form which can be found [here](#). All information in the form must be filled in completely, and all required items in Sections 2-3 below must be saved as a PDF and uploaded with the submission form. Section 4 (faculty research mentor letter of recommendation may be included in the PDF with the other items in sections 2-3, or sent by your research mentor separately to OUR-UNLV at our@unlv.edu. *Applications missing any component are considered incomplete and therefore will not be considered for the CSUN Research and Development Award.*

Section 1: Submission Form

The submission form can be accessed using [this link](#). All sections of the form must be completely filled in.

Section 2: Statement of Purpose (1 page maximum)

A strong Statement of Purpose is coherent, well-organized and includes the following:

- A concise description of your experience with research/scholarly/art projects and activities
- A concise summary of the research, scholarly, or art project you will be working on
- An explanation of your role in the project you will be working on (*e.g.*, your contribution to the design, methods, data collection, etc.; for performance/visual arts, your contribution to the development, creation, performance, etc. of the project)
- An explanation of the significance of the project to your field of study, UNLV, and the community
- A discussion of how this scholarship support will benefit your academic progress, goals, and research activities.

Section 3: Your Current Curriculum Vitae (CV)

A CV is an academic resume that details your academic and research training, experience, and accomplishments. Some helpful CV resources are included here:

- The Purdue OWL has a section on [writing a CV](#).
- Looking at examples of undergraduate student CVs can be helpful since the aim of a CV for a student can be different than that of a professor. [American University](#), and [UC San Diego](#) (starting on [page 20 of their Career Guide](#)) have some good examples of undergraduate student CVs, and the [Guide to Academia](#) has an [example](#) as well.
- Duke University also has some [helpful information](#) and [sample CVs](#) for different academic areas.

Section 4: Faculty Letter of Support

One letter of recommendation and support from your faculty research mentor is required. Additional letters of recommendation will not be accepted. This letter can be included in your application packet and uploaded as a single PDF with the materials in Sections 2-3, or sent to OUR-UNLV by your faculty research mentor at our@unlv.edu. A strong faculty letter is:

- Free of grammar and spelling errors
- Individualized and specific to the applicant's strengths and their work
- Addresses the quality and value of the project or work that you will be working on with them
- Addresses the impact this award will have on the student's academic progress, goals, and research activities