



Application Guidelines

Definition of Undergraduate Research:

Undergraduate research is an inquiry or investigation conducted by one or more undergraduate students, with faculty guidance, that attempts to make an intellectual, creative, or applied contribution to one or more disciplines (MSU Quality Enhancement Plan, April 2013)

Proposal types

EURECA funds proposals initiated by undergraduates, graduate students, and faculty members. All applicants commit to make an original, intellectual, creative, or applied contribution to one or more disciplines. Student-faculty mentor partnership must be evident in all proposals.

Undergraduates, if you have an idea for a research/creative activity project, contact a faculty member within or outside your discipline willing to mentor and give you the proper guidance to develop your idea into a meaningful project and a quality proposal.

Graduate student mentors must have themselves a mentor(s) (thesis director and GAC). Graduate students may use a spin-off research/creative activity from their thesis project to mentor undergraduates.

Faculty members, to recruit students, present your idea for a proposal to students in your classes or to individual students who you already know may be interested in engaging in research/creative activity or have the potential to be engaged in research/creative activity.

Student Requirements and Expectations

Requirements:

- Incoming freshmen:
 - Minimum ACT score of 25, or SAT of 1130 or,
 - Top 25% of the high school graduating class
- Second semester freshman and above
 - Overall GPA of 2.50
 - Major GPA of 2.75

Expectations:

If you are accepted into the program, it is expected that you shall:

- Enroll in no more than 15 credit semester hours (excluding MWSU 2003/4000)
- Enroll and successfully complete Creative Inquiry: Interdisciplinary Thinking (MWSU 2003/4000: TR 12:30-1:50 PM).
- Attend all planned EURECA workshops, presentations, and forums
- Attend monthly meetings as scheduled
- Work diligently with your faculty and/or graduate student mentor(s) to complete your research project in a timely fashion
- Present results of your project at the Undergraduate Research and Creative Activity Forum, in the fall and/or spring
- Work with your faculty and/or graduate student mentor to submit at least one abstract to present results of your project in a professional society, if opportunities arise
- Engage in activities promoting the EURECA program
- Participate in the assessment of the EURECA program
- Write a report of the project results by the end of the semester. Include a paragraph or two describing reflections on your EURECA experience at the end of the report

Graduate Student Requirements and Expectations

Requirements:

- Be enrolled in a thesis-based graduate program at Northwestern State University
- Have at least 12 semester-hours of course work
- Have a thesis proposal approved by the Graduate Advisory Committee
- Submit a complete application and thesis advisor and student commitment agreements

Expectations:

If your proposal and mentees are accepted into the program, it is expected that you shall:

- Attend all planned EURECA workshops, presentations, forums, and meetings
- Attend monthly student meetings as scheduled
- Contribute to Creative Inquiry: Interdisciplinary Thinking (MWSU 2003/4000: TR 12:30-1:50 PM)
- Actively engage with your mentee(s) to execute your research project as proposed
- Submit a minimum of one abstract to present results of your project jointly with your mentee(s) at a meeting of a professional society
- Engage in activities promoting the EURECA program
- Assist in the evaluation of the EURECA program
- Submit a mid-semester mentee progress report
- Write a report on the outcomes of the project by the end of the semester

Faculty Requirements and Expectations

Requirements:

- Hold a faculty appointment at Northwestern State University

Expectations:

If your proposal and mentees are accepted into the program, it is expected that you shall:

- Attend all planned EURECA workshops, presentations, forums, and faculty meetings
- Attend monthly student meetings as scheduled
- Contribute to Creative Inquiry: Interdisciplinary Thinking (MWSU 2003/4000: TR 12:30-1:50 PM)
- Actively engage with your mentee(s) to execute your research project as proposed
- Submit a minimum of one abstract to present results of your project jointly with your mentee(s) at a meeting of a professional society
- Engage in activities promoting the EURECA program
- Assist in the evaluation of the EURECA program
- Submit a mid-semester mentee progress report
- Write a report on the outcomes of the project by the end of the semester

Instructions for Completing EURECA Application

Undergraduate Proposal

1. Download the application and complete all appropriate fields.
2. Delete “**For Faculty Mentor Proposals Only:**” and “**For Graduate Student Mentor Proposals Only:**”
3. Make sure the following is included:
 - a. Schedule with your class times, work hours (if applicable), extracurricular activities and other commitments. It must also include times to work on the research/create activity project and MWSU 2003/4000: TR 12:30-1:50 PM Mentor’s teaching schedule. It must also include times he/she will mentor and work with you.
 - b. Mentor’s signed commitment to the project. Scan the mentor commitment to the project, save it as a jpg and insert it as a picture to the application
4. Save application as a Portable Document Format file (pdf) as follows: **Last name First name Applic semester (fall or spring) year.**

Note: Applications that do not contain all required information will not be considered. Neither a notice of incomplete application nor a request for corrections will be sent.

Submit the completed application with the required documents to:

Dr. Magaly Rincón-Zachary, Director of Undergraduate Research, c/o magaly.rincon@mwsu.edu.

Deadlines: June 1st for fall; December 1st for following spring

Instructions for Completing EURECA Application

Faculty Mentor Proposal

1. Download the application and complete all fields.
2. Delete **“For Graduate Student Mentor Proposals Only:”** and **“For Undergraduate Proposals Only:”**
3. Make sure the following is included:
 - a. Your weekly teaching schedule, commitments, and mentoring times.
 - c. The student’s class schedule that includes MWSU 2003/4000: TR 12:30-1:50 PM, if applicable, as well as student’s weekly commitment to the research/creative activity, work hours (if applicable), extracurricular activities and other commitments.
 - b. Student’s signed commitment to the project. Scan the student commitment to the project, save it as a jpg and insert it as a picture to the application form.
4. Save application as a Portable Document Format file (pdf) as follows: **Last name First name Applic semester (fall or spring) year.**

Note: Incomplete applications that will not be considered. Neither a notice of incomplete application nor a request for corrections will be sent.

Submit the completed application with the required documents to:

Dr. Magaly Rincón-Zachary, Director of Undergraduate Research, c/o magaly.rincon@mwsu.edu

Deadlines: June 1st for fall; December 1st for following spring

Instructions for Completing EURECA Application

Graduate Student Mentor Proposal

1. Download the application and complete all fields.
2. Delete “**For Faculty Mentor Proposals Only:**” and “**For Undergraduate Proposals Only:**”
3. Make sure the following is included:
 - a. Your class and teaching schedule if you are a teaching or a laboratory assistant. If you are not a teaching or laboratory, include your work schedule as a graduate assistant. Also include weekly mentoring times as well as extracurricular activities and other commitments.
 - d. The student’s class schedule that includes MWSU 2003/4000: TR 12:30-1:50 PM, if applicable, as well as student’s weekly commitment to the research/creative activity, work hours (if applicable), extracurricular activities and other commitments.
 - b. Your thesis research proposal approval signed by all the members of your Graduate Advisory Committee. Scan the form, save it as a jpg and insert it as a picture to the application.
 - c. Student’s signed commitment to the project. Scan the student commitment to the project, save it as a jpg and insert it as a picture to the application form.
4. Save application as a Portable Document Format file (pdf) as follows: **Last name First name Applicable semester (fall or spring) year.**

Note: Incomplete applications that will not be considered. Neither a notice of incomplete application nor a request for corrections will be sent.

Submit the completed application with the required documents to:

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