

**SUNY Upstate College of Medicine  
2019 Student Summer Research Fellowship Application Cover Sheet**

***Student Applicant:***

**NAME:** \_\_\_\_\_

**CAMPUS ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**CAMPUS PHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

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***Faculty Mentor:***

**NAME:** \_\_\_\_\_

**DEPARTMENT:** \_\_\_\_\_

**TITLE / RANK:** \_\_\_\_\_

**Contact pref.:**      **Tel:** \_\_\_\_\_      **EMAIL:** \_\_\_\_\_

**Beeper:** \_\_\_\_\_

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***Research Project:***

**Title:** \_\_\_\_\_

**Site:** \_\_\_\_\_

**Project Period:** from \_\_\_\_\_ to \_\_\_\_\_

**Required Compliance:**      \_\_\_\_\_ in effect:      **Date:**      **Number:**  
   \_\_\_\_\_ pending:

**IRB** \_\_\_\_\_      **IBC** \_\_\_\_\_      **CRU** \_\_\_\_\_      **CHUA** \_\_\_\_\_

**Faculty signature:** \_\_\_\_\_

**SUNY UPSTATE COLLEGE of MEDICINE**  
**Summer Research Fellowship Program**  
**GUIDELINES**

**Purpose:** The purpose of this program is to offer medical students an invaluable opportunity to gain research experience during the summer recess. **Students who are accepted for fellowships are expected to participate in an orientation and following the completion of the program they will produce a final report summarizing their research. Additionally, accepted students are required to produce a poster summarizing their summer research and must apply to present their research at both the annual Charles R. Ross Memorial Student Research Day and the Association of American Medical Colleges (AAMC) Annual Meeting.**

**Eligibility:** College of Medicine MS1 and students in the MPH Program who have an interest in research are eligible to apply. Prior to initiation of project, student and mentor must have successfully completed CITI Responsible Conduct of Research and FCOI courses. Work-study eligible students who apply for a fellowship should also apply for federal work-study, as not all applicants will receive fellowships.

**Awards:** Up to 12, \$3,500 stipends for a summer research experience: In conjunction with the Upstate Cancer Center, at least 4 of the 12 awarded summer research fellowships will be awarded to cancer-related research. Awards cannot be used for any other purpose, such as materials or supplies or to pay students who will be receiving a SUNY Upstate paycheck from another source during the fellowship period.

**Application:**

1. Student Summer Research Application *Cover Sheet*.
2. A *letter* from the student describing any previous research experience, and giving an indication of how the proposed research will contribute to his/her career development and plans to continue research.
3. A brief *research proposal* (1-2 pages) written by the student in collaboration with the faculty mentor. The proposal should include a brief statement of research aims, overall significance, summary of the techniques to be used, a plan for analysis of data, and a statement explaining how this research proposal fits into the PI's larger research program.
4. The student's *curriculum vitae* or resume.
5. A letter from the faculty mentor indicating:
  - 1) a description of current research activities and the source(s) of funds to carry out that research;
  - 2) a statement that funds are available for materials and supplies, including animals, to enable the student to carry out the research project;
  - 3) a statement that the mentor will be on campus during the summer of 2019, and the plans for supervision of the student;
  - 4) a description of training opportunities for the student (e.g. research techniques to be learned, opportunities to publish and/or present findings, opportunities to attend project team meetings, journal clubs, etc.); and
  - 5) if the project involves human and/or animal subjects, radiation, or biohazards, a statement that the necessary approvals from IRB, CHUA, IBC, etc., are in place or will be in place by 5/31/19 and provide the appropriate protocol or license number on the application face sheet.
6. The faculty member's NIH Biosketch or *cv*.

For more information, contact Danielle Limer-Nies: 464-4397; [Meds4Research@upstate.edu](mailto:Meds4Research@upstate.edu)

***Applicants must submit, as one pdf, the complete application to Danielle Limer-Nies at [Meds4Research@upstate.edu](mailto:Meds4Research@upstate.edu) by February 15, 2019 4 pm.***