

SUNY Upstate College of Medicine
2021-2022 Student Summer Research Fellowship Application Cover Sheet

Student Applicant:

NAME: __

CAMPUS ADDRESS:

CAMPUS PHONE:

EMAIL:

Faculty Mentor:

NAME:

DEPARTMENT:

TITLE / RANK:

Contact pref.: Tel: EMAIL:

Research Project:

Title: __

Site:

Project Period (add approx. dates): from _____ to _____

Required Compliance: _____ in effect: **Date:** **Number:**
 _____ pending*:

IRB _____ IBC _____ CRU _____ CHUA _____

**** Fellowships will not be approved without submission of compliance documents by 05/20/2022. Start this process early on!***

Faculty signature:

SUNY UPSTATE COLLEGE of MEDICINE
2021-2022 Summer Research Fellowship Program
GUIDELINES

Purpose/expectations: 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 an evaluation and 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 to a specific, relevant research conference based on your research.** This fellowship **should be acknowledged** in any publication or poster presentation as support towards completion of the specific research.

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. In the event of being selected for more than one award, you will have to choose one opportunity for the summer.

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. Citations may (or not) be included in a separate page.
4. The student's **curriculum vitae** or resume.
5. A letter from the faculty mentor indicating:
 - a. a description of current research activities and the source(s) of funds to carry out that research;
 - b. a statement that funds are available for materials and supplies, including animals, to enable the student to carry out the research project; description of current funding sources.
 - c. a statement that the mentor will be on campus during the summer of 2022
 - d. and the plans for supervision of the student;
 - e. 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
 - f. 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 5/20/2022** and provide the appropriate protocol or license number on the application face sheet.
6. The faculty member's NIH Biosketch or cv.

PLEASE NOTE: Fellowship final approval is contingent on documentation of

- a. pending compliances and
- b. student's evidence of good status and absence of deficiencies that need to be remediated during the summer. These documents will be provided by Colleen Denniston, UME Curriculum Office.