

**COLLEGE OF AGRICULTURAL AND LIFE SCIENCES
HONORS THESIS RESEARCH FORM**

Once this application is completed, the student should bring it to their departmental Honors Coordinator so they can assist in registering the student for the Honors Thesis Research class in their department. This course number will end in 4915 (e.g., ANS 4915). **Departmental Honors Coordinators: please send an eN copy of this form to [Matt Brannan](mailto:brannanm@ufl.edu) [brannanm@ufl.edu] in 2020 McCarty Hall D.**

Student Information (to be completed by the student applicant):

Date: _____

Term: _____ Number of credits: _____

Name (last, first, middle initial):		UFID Number:
Local Street Address:		
City, State, Zip Code		Phone Number:
Major:	Current Class/College:	Expected Graduation Date:
Gatorlink E-mail Address:		

BRIEF DESCRIPTION OF RESEARCH PROJECT AND EXPECTATIONS FOR COMPLETION:

I have prepared the research description above in consultation with my research adviser. I have read the responsibilities of the student included on this application, and agree to undertake these responsibilities.

Student's Signature: _____

Faculty Adviser Information (to be completed by Faculty Adviser):

Name:	College and Department:
E-Mail Address:	Campus P.O. Box:

Graduate Student/Post-Doctoral Mentor (if applicable):

Name:	College and Department:
E-Mail Address:	Campus P.O. Box:

Will the student's research involve with an infectious agent or clinical samples?

☐ Yes ☐ No

Will the student's research involve methods or procedures requiring specific safety training?

☐ Yes ☐ No

If yes to either question, describe specific training that the student will receive prior to performing these activities or training the student has already received.

What are the expectations for the student's attendance in this project (e.g., estimated hours/week in your laboratory, in seminars, group meetings, etc.)?

I approve of the research description submitted by the student applicant. I have read the responsibilities of the research adviser (see next page) and agree to undertake these responsibilities.

Faculty Adviser's Signature: _____

I have read the responsibilities of the research adviser (see next page) and agree to undertake these responsibilities.

Mentor's Signature (if applicable): _____

RESPONSIBILITIES OF THE STUDENT

1. Work actively doing research and participating in other related activities for at least 3 hours each week for every credit hour enrolled in the course.
2. Keep clear accurate records of your work.
3. Understand how to conduct research in a responsible and ethical manner. Follow the UF Honor Code at all times.
4. Follow all safety protocols and ask questions about safety protocols before performing any procedure about which you are unsure.
5. Ask for assistance when you need it.
6. Keep your faculty research adviser and/or mentor informed of your results.
7. If required, learn to work on a team while also pursuing independent research on your project.
8. Write and submit a research report following the guidelines and expectations of your faculty adviser and/or mentor.
9. Strive to go beyond the minimum expectations of preparing a literature review and project plan, performing the research, and writing a final report. Seek out opportunities for oral presentations at a conference, writing and submitting a journal paper of your work, etc.
10. Turn in a copy of your report on or before the last day of class to your departmental honors coordinator. Your grade will not be entered unless a written report is on file.

RESPONSIBILITIES OF THE FACULTY ADVISER AND STUDENT MENTOR

1. Provide support and supervision of the student (either directly or by referring her/him to someone else, e.g., graduate student or postdoctoral associate).
2. Meet regularly with the student to review her/his progress and to provide guidance in moving forward in her/his project.
3. Arrange for all safety training that is appropriate for the student to ensure her/his safety in your laboratory.
4. Help the student understand the broader context in which her/his research project fits and understand the basis for methods and procedures used.
5. Provide frequent feedback on the student's performance, accompanied by recommendations for improving performance if needed.
6. Provide feedback and establish deadlines on the student's
 - project plan
 - final report
 - other requirements as noted on the Undergraduate Research Form
7. Encourage the student to go beyond the minimum expectations of preparing a literature review and project plan, performing the research, and writing a final report.
8. Assign the student's final grade and contact your departmental honors coordinator and the person who enters the grade for this course not later than the last day of final exams to submit the final grade.