

# BI 401 RESEARCH APPROVAL FORM

This form is for Biology or Zoology majors. Other majors should contact their departments.

## Student:

_____	_____	_____
Name	OSU ID #	Major
_____	_____	_____
Local Address		Phone
_____	_____	_____
Student Signature	Date	OSU email

## Supervisor:

_____	_____	
Name and title of research supervisor	Phone	
_____		
Supervisor department affiliation and address		
_____	_____	_____
Supervisor's signature	Date	Email

## Brief description of the research:

## Brief description of the project and the specific role and expectations of the student:

_____	_____
Project period (start and end dates)	Which term(s) will you enroll in BI 401?
_____	_____
Work hours per week	Total hours or weeks of work
_____	
Type of report to be handed in (See back page for details)	
_____	
Number of credits you wish to take (see details and requirements on the back)	

## Approval Required (Email the form to [ib@oregonstate.edu](mailto:ib@oregonstate.edu)):

Approved Department of Integrative Biology representative \_\_\_\_\_ Date \_\_\_\_\_

Major checked \_\_\_\_\_  Override entered \_\_\_\_\_

# BI 401 RESEARCH INSTRUCTIONS

**This form is for Biology and Zoology majors. Other majors should contact their departments.**

Credit can be awarded to Biology or Zoology students involved in academically relevant research with OSU faculty. Research credit is not required. Students who elect to seek credit incur regular tuition costs, and students are assigned credit based the number of hours they are involved with a project. As with other coursework, one hour of credit represents 30 hours of focused academic work (three hours each week for 10 weeks). Credit is not awarded retroactively for work done previously, but a full-time research experience lasting one term or one summer (forty hours each week for ten weeks), where all the work is academic in nature, could earn up to 12 credits. Research credit is graded on an A-F basis and is designed to achieve the following outcomes:

- Exploration of academic areas and careers in the life sciences.
- Development of new skills and methods and/or application of skills and methods learned in courses.
- Development of appropriate habits of scientific inquiry and investigation.

**It is the student's responsibility to seek out an appropriate research position.** Some information on research possibilities is available on the Integrative Biology Website <https://ib.oregonstate.edu/undergraduate/integrative-biology-opportunities> and through the listserv. Students can also discuss their ideas with their Biology or Zoology advisor.

## **To register and receive credit for research, students must complete steps 1-5:**

1. **Identify a research project and mentor:** Students must identify opportunities and mentors that are appropriate to their interests, knowledge, skills, educational objectives, and schedule. Some information on research opportunities and how to find mentors can be found at <https://ib.oregonstate.edu/undergraduate/integrative-biology-opportunities> and some are posted on the listserv. Though students will frequently work closely with members of their laboratories (graduate students, technicians, post docs), research mentors (who sign this form) must be OSU faculty or courtesy faculty. Students working with other scientists or organizations should look at the BI 410 Internship credit information on the site above.
2. **Obtain Approval:** Prior to registering, students must complete and submit this form to [ib@oregonstate.edu](mailto:ib@oregonstate.edu) for approval. If approved, an override will be submitted and you will be contacted by email about registering.
3. **Register:** After receiving notification, register for the number of BI 401 credits approved.
4. **Assignment:** A written assignment is required and includes FOUR parts that will be submitted via CANVAS:
  1. One paragraph explaining your research to an English major including question, hypothesis and outcome **and**
  2. One paragraph explaining how the research drew on your abilities and skills learned in college or developed new abilities and skills **and**
  3. One paragraph explaining what you learned about the area of biology or zoology studied and how the research influenced your career goals **and**
  4. Select one option below for the last section of the report:
    - i. A laboratory notebook including hours worked and a detailed log of tasks performed (this is what most students elect to do instead of producing a separate product as outlined below).
    - ii. A scientific report, paper or poster produced as a result of the research.
    - iii. A paper (five to ten double-spaced, typed pages) describing the project and accomplishments.
5. **Supervisor Evaluation:** Your research supervisor must submit a final evaluation of your work to [ib@oregonstate.edu](mailto:ib@oregonstate.edu). The evaluation should briefly summarize the tasks performed and your performance level. This report will determine the course grade assuming all assignments are completed. Requests for incomplete grades need to be worked out immediately in a written agreement with the mentor and filed in the Integrative Biology Office by emailing a copy to [ib@oregonstate.edu](mailto:ib@oregonstate.edu). Students must resolve incomplete grades in a calendar year or less.
6. **Due:** The assignments and evaluation above are due the Friday of dead week (10<sup>th</sup> week) the term you are registered for BI 401 (unless you are in summer term then it is due by the end of the summer term you are in). **If you are graduating at the end any term you take BI 401, the report must be submitted by the Friday of the week 6<sup>th</sup> week.**

Submit form to [ib@oregonstate.edu](mailto:ib@oregonstate.edu)