**Frequently Asked Questions (on UROP only)**

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**poster presentations. What general guidelines should my student follow?**

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2. **If I have multiple students working on my project?**
3. **How does my student print his/her UROP research poster for the symposium?**

     1.   **How many proposals can I submit?**

You may submit as many proposals as you want.

2**. How many UROP students can I take?**

Faculty members or post docs can take up to 6 UROP students, Grad students can take up to 2 UROP students. You can also have several students working on one project. The CRE staff will work with community partners to determine how many UROP students should be requested for each project.

      3.   **Is there any word limit for the proposal?**

There is no word limit. You will submit a short abstract and research plan for your proposal in one section, and the expectations/tasks in a few lines in another section.

You will find the previous years’ proposals in the website

     4.   **When the student will get access to the database of projects submitted by**

**Faculty Mentors/Graduate Students/Industry Mentors?**

The deadline for students to apply for UROP is usually May 1st (July 1st for transfer students) and deadline for UROP project submission by mentors is usually in early to mid August. Students get access to the UROP database during the first week of fall classes.

 5. **Do I have to take a UROP student if I submit a project to the UROP database?**

No, there is no assumption that you will take a UROP student if you submit a project. UROP students interested in your project will contact you in early fall. You interview the students you find most promising and select among those.

 6. **What happens when the program starts?**

Students accepted into UROP get access to the UROP database, are mentored by their UROP Leaders, and then contact research mentors in whose projects they are most interested.

 7. **When should I accept students to my project?**

You may offer a research assistant position to a UROP student as soon as you decide they are a good fit for your project. UROP students need to secure a project by October 1st (this is also when contracts are due).

 8**. What paperwork do I need to sign once I accept a UROP student?**

UROP students will present a UROP contract to you for your signature in early fall after you offer them a position. The contract includes an outline of the student’s duties/role and time commitment expectations and are due to the CRE by October 1.

      9.   **How many hours per week will a UROP student work?**

Students generally work 5-10 hours per week, but the work load is determined by the UROP mentor after discussion with their UROP student(s).

     10.   **I understand that the student will work only for two semesters, can they work in**

**summer too?**

UROP is one academic year, so students should work for both fall and spring semesters. However, students can continue in the summer if they want, and they can also continue research as long as they want with the faculty mentor. Every year there are students who start in research through UROP and continue working for a professor for three more years.

     11.  **What course credit they will get?**

The student will get one credit for each UROP colloquium course they take in the fall and spring semesters. Thus, through UROP students get total of two credit hours for the two colloquium courses. If you want, you may also offer DIS credit to your UROP student(s) in the spring term.

     12.  **How are they going to be compensated? Will they get any financial support?**

Many low-income students get federal work study funding through UROP. Students may also get DIS credit, and many also receive volunteering hours for their research efforts. In some cases, a faculty member may pay a UROP student with grant funding, but this is not expected.

    13.  **Can my graduate student or post-doc become a mentor on an independent project**

**to have a UG research assistant?**

Yes, they can submit UROP project independently and be a mentor or they can work with you in order to mentor the UG student

 14. **How much materials grant funding can I get, and how and when will I know if I**

**received one?**

Faculty and graduate students must apply through the UROP website for a materials grant. Faculty can get a maximum of $500 per UROP student (up to $1,000 total). A graduate student/post-doc mentor can get a maximum of $250. Grants are offered on first-come, first-serve basis as long as there is available funding, and will be disbursed in early spring semester.

 15. **What is FluidReview? Do I need to have a new FluidReview account every year to**

**submit a UROP project?**

FluidReviewis an application management platform that FSU has licensed. You must create a Fluidreview account to upload a project, but your Fluidreview account will work across applications and years.

 16. **I am a faculty member in the Arts and Humanities. In my field, we don’t usually do**

**poster presentations. What general guidelines should my student follow?**

Please check [here](http://cre.fsu.edu/Events/Undergraduate-Research-Symposium) regarding the guidelines for making posters for Undergraduate Research Symposium. Your UROP student must present a poster presentation of his/her contribution to your research project in the Spring Symposium; the student is expected to receive confirmation/approval from the research mentor before submitting the poster to his/her UROP Leaders and the CRE.

 17. **Are all students in UROP required to present at the Undergraduate Research Symposium?**

Yes, all UROP students are required to present at the end-of-year symposium. If there are research intellectual property or disclosure issues, please discuss these with your student(s) and have them modify their poster accordingly.

 18. **Can I have multiple students working on my project?**

Yes, you can have multiple UROP students working on your same project.

 19. **How does my student print his/her UROP research poster for the symposium?**

Our office prints UROP posters for students for free. Students send their posters to their UROP Leaders who then transfer the files to our office. If a research mentor/student prefers, the poster can be printed through the research mentor’s department, but the UROP student must still conform to the submission deadlines established by the CRE (which is typically the Thursday before the Symposium).