

# Honors Summer Research Fellowship Program Summer 2025

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## General Instructions

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1. Read eligibility requirements.
2. Complete the application form, and attach the following documents:
  - A 1000-1500 word statement describing the purpose of the project, the expected outcomes of the project, and how the project will enhance your educational program,
  - A letter of recommendation from the faculty member who will direct your research. This letter should include plans for mentoring and supervision by the faculty member. Relevant information might include: the expected manner, form, and frequency of interactions between the student and mentor; a plan for the student to meet the project milestones; and a description of any planned product as the result of the research.
  - A letter of recommendation from a faculty member other than your research mentor.
  - A copy of your unofficial transcript.
3. It is your responsibility to ensure that all documents are received by the deadline, Monday, March 24, 2025.

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## Eligibility

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Application is open to any Helen Hardin Honors College student who:

- Has not been awarded an honors summer research fellowship previously,
- Is in good standing with the Honors College (i.e., minimum 3.25 GPA, not on probation, etc.),
- Will have completed his/her sophomore year (defined as having a minimum of 60 credit hours) or junior year prior to the beginning for the 2025 Summer Session,
- Will enroll for at least one semester at the University of Memphis as an undergraduate student after the completion of the summer fellowship,

**Students graduating in May or August 2025 are not eligible.**

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## Program Requirements

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Students funded by this program agree to:

- Be involved in the program, from June 2 to August 8, and forego any courses, employment or internships that would interfere with their full-time commitment during the 10-week period of participation,
- Submit a final report to the Honors College representing the completed work no later than the first day of classes, August 25, 2025.
- Present their results at the annual Works in Progress Symposium held in the fall 2024 semester.

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**E-mail documents to:** **Melinda Jones, Ph.D.**  
**Director, Helen Hardin Honors College**  
[mjones6@memphis.edu](mailto:mjones6@memphis.edu)

**The deadline to apply is Monday, March 24, 2025**

## Honors Summer Research Fellowship

### Application

Please read the General Instructions before completing this application. Type or print clearly and return the completed application form and **all** supporting materials to the Honors College.

1. **Name:** \_\_\_\_\_  
(Last) (First) (Middle)

2. **Current Mailing Address** (for overnight delivery):

Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_  
Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

3. **U-Number** \_\_\_\_\_

4. **Expected Degree and Graduation Date:** \_\_\_\_\_

5. **Current Major:** \_\_\_\_\_ **Current GPA:** \_\_\_\_\_

6. **Research Project Title:** \_\_\_\_\_

8. **Faculty Mentor Contact Information:**

| Name | Department | Title | E-mail |
|------|------------|-------|--------|
|      |            |       |        |

9. **Does your research involve human subjects in any way, e.g., interviews, on-line surveys, written questionnaires?** (Note: Research with human subjects must be approved by the Institutional Review Board.)

\_\_\_ Yes

\_\_\_ No

10. **My protocol for the Institutional Review Board (IRB) is:**

\_\_\_ Not yet submitted

\_\_\_ Submitted, approval pending

\_\_\_ Submitted and approved

**The deadline to apply is Monday, March 24, 2025**

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## Honors Summer Research Fellowship Program Application *(continued)*

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### STUDENT COMMITMENT STATEMENT *Please read and sign below.*

I have read the Honors Summer Research Fellowship Guidelines and agree to abide by the conditions of the award if granted to me. I agree to:

- Be involved in the program, from June 2 to August 8, and forgo any other courses, employment, or internships that would interfere with my full-time commitment during the 10-week period of participation.
- Submit a final report to the Honors College representing the completed work during the summer, and provide information on presentation or publication plans. I understand that the report is due at the conclusion of the research program and no later than the first day of classes, August 25, 2025.
- Present my results at the annual Works in Progress Symposium held in the fall, 2025 semester.

In addition, if awarded an Honors Summer Research Fellowship, I certify that I plan to continue as a full-time undergraduate at the University of Memphis for at least one additional semester after the award period.

I understand that my University Student Accounts Receivable will be charged in the amount of the research stipend (\$3,000) if I fail to abide by all program conditions, except in the case of a medical emergency with a doctor's excuse or death of a close family member.

By signing below, I certify that, to the best of my knowledge all information contained in this application is accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FACULTY MENTOR COMMITMENT STATEMENT

I, the faculty mentor certify that I have also discussed and jointly prepared this application with the student, including the description of the proposed project(s) and the plan of supervision. I agree to supervise the student's research project over the course of summer, 2025.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_