



The University of Georgia

Franklin College of Arts and Sciences
Division of Biological Sciences

FACULTY/STUDENT AGREEMENT FOR BIOLOGY RESEARCH

BIOL 4960 _____ BIOL 4970 _____ BIOL 4980 _____
BIOL 4960H _____ BIOL 4970H _____ BIOL 4980H _____

(Please indicate above the specific course for which you are requesting credit)

STUDENT INFORMATION

Student Name: _____ 81#: _____

Semester/Year of Research: _____ Major: _____

Telephone No: _____ UGA Email Address: _____

I have read and understand the requirements for this research course and acknowledge that a research paper is due by the last day of final exams of the registered semester of research. The paper is to be submitted electronically to *biology@uga.edu* and follow the stated guidelines detailed in this agreement in order for me to receive credit for this course. I understand that the biology program requires a final paper even if my faculty sponsor does not require one.

(Student Initial)

FACULTY SPONSOR INFORMATION

Faculty Sponsor Name: _____

Department: _____ Title: _____

Telephone No: _____ UGA Email Address: _____

As faculty sponsor, I understand that I must provide a research statement detailing what the above student will be doing in my lab in order for the course to be approved. I also understand that a research paper is due from the above student by the last day of final exams or else the student will receive a grade of Incomplete (I). This paper will be due even if not required by me for completion of the course.

(Faculty Initial)

Student Signature

Date

Faculty Sponsor Signature

Date

Dr. Kristen Miller (Division Chair)

Date

Course Description

This course is 4 credit hours and affords interested undergraduate students the opportunity to engage in laboratory research and work on a research project under the direction of a faculty member here at the University of Georgia. Students registered for this course may not receive payment for the research unless they have earned a fellowship stipend.

Biology majors may also use this course to satisfy either their Major Laboratory requirement or one of their Major Elective requirements. Please note that only the first semester of the course (BIOL 4960/4960H) will count towards the completion of Biology major requirements and that any additional semesters (i.e., BIOL 4970/4980) will NOT count towards the major but rather as a General Elective.

If you perform research for multiple semesters in the same laboratory, you will register for BIOL 4960, 4970, and 4980, respectively. If you perform in DIFFERENT laboratories each semester, you will register for BIOL 4960 each time.

Course Requirements

1. Research must be biological in nature for the course to be approved. Areas which may qualify include: cellular biology, molecular biology, biochemistry, organismal biology, plant biology, plant biology, microbiology, marine biology, entomology, genetics, bioinformatics, biomedical and bioengineering. Projects that are primarily psychological or anthropological in nature (e.g., surveys or interviews) may not qualify. Dr. Kris Miller, Chair of the Division of Biological Sciences, will determine whether the research qualifies.
2. A signed "Faculty/Student Agreement for Biology Research" must be submitted to Room 411 in Biological Sciences by 5:00pm on the last business day before classes begin each semester. A research summary written by the Faculty Sponsor must also be attached before the form can be processed. Forms can be downloaded here: <http://www.biosciences.uga.edu/content/forms>
3. Once the form has been signed and approved, the student will be emailed a section number to register for the course (see below for HONORS protocol).
4. Students must complete at least 12 hours of work per week (i.e., conducting background research, reading/writing manuscripts and reports, and conducting experiments in the laboratory) for a total of 180 hours per semester.
5. Students are required to submit a research paper via electronic submission by the last day of finals. Papers should be emailed to biology@uga.edu. A hand-delivered, hard copy is not necessary. The Biology program requires a paper even if the Faculty Research sponsor does not. Students who do not submit a paper will receive a grade of Incomplete (I). See attached guidelines for details on the final paper.

HONORS Course Requirements

If a student chooses to complete the Biology Research course for Honors credit (BIOL 4960H), he/she must also attach the corresponding CURO form to the Faculty/Student Agreement in order to have the course approved by the Biology program. Once the Biology program approves both forms, the student will then submit the form to the Honors program in Moore College. CURO will then assign a section number so that the student may register for the course. The student will also be required to complete and submit a 10-page research paper at the end of the semester.

BIOL 4960 FINAL PAPER REQUIREMENTS

The final paper is due to the Biology program by the last day of final exams of the semester enrolled. Please email your paper to biology@uga.edu. A hand-delivered, hard copy will not be accepted.

Example research papers can be found here: <http://www.biosciences.uga.edu/content/forms>

Paper Guidelines:

- 5-page minimum (not including the title, reference pages, tables/figures). If Honors, 10-page minimum.
- Typed in 12-font, Times New Roman with 1-inch margins, double-spaced.
- In-text citations should be formatted as follows: (Author Last Name, Year)
Example: The immune system plays an essential role in protecting the body, as one of its main roles is the clearance of viral antigens (Thibodeau, 2005).
- The paper must consist of a single .pdf or .docx with all figures incorporated into the document. If your paper requires an Appendix, include this section following the References. Papers submitted as multiple documents (e.g., PowerPoint slides) will be returned.
- The paper must contain the following sections:
 - Title Page: Must include the following information
 - Research Title
 - Faculty Mentor Information: Name, Department, Email, and Phone Number
 - Student Information: Name, Address, Email, and Phone Number
 - Semester and year research was done
 - Course Number (i.e., BIOL 4960; BIOL 4970H)
 - Objective(s): State your purpose for doing the project in a succinct manner.
 - Abstract: Write a concise summary of the project in 200 words or less.
 - Introduction: Discuss the background and rationale behind the project.
 - Materials/Methods: State your methods (in paragraph form, *not* as an ordered list) in enough detail that others could repeat them exactly.
 - Results: Concisely state your results. Include figures and tables where appropriate.
 - Discussion: Discuss your results, your conclusions, study limitations, and possible future directions.
 - References: List of references to the scientific literature that supported your research.
 - References should be ordered alphabetically and in the following format:

Last-name First-initial. Title of paper. Journal Name. Year of Publication; Volume (Issue): page-numbers.

Example: Cox J, Engstrom RT. Influence of the spatial pattern of conserved lands on the persistence of a large population of red-cockaded woodpeckers. *Biological Conservation*. 2001; 100(1): 137-150.