

## STUDENT-PROFESSOR AGREEMENT

### CHEM 218 or 219 - Independent Study in Biochemistry or Chemistry CHEM 398 or 399 - Undergraduate Research in Biochemistry or Chemistry

FULL NAME \_\_\_\_\_

UMID \_\_\_\_\_

EMAIL \_\_\_\_\_

DATE \_\_\_\_\_

PRINTED NAME OF RESEARCH ADVISOR \_\_\_\_\_

*(Check one)*

**Chemistry 218** (less than Junior standing)

**1 Credit Hour**

*(Check one)*

**Fall 2007**

**Chemistry 219** (less than Junior standing)

**Winter 2008**

**Chemistry 398** (Junior standing)

**Credit Hours**

**Spring Half 2008**

**Chemistry 399** (Junior standing)

**Spring-Summer 2008**

**Chemistry 498/499**

**1 Credit Hour**

**Summer Half 2008**

STUDENTS: PLEASE NOTE:

**Fall 2008**

(1) WHILE YOU CAN REGISTER FOR THESE INDEPENDENT STUDY AND RESEARCH COURSES FOR AN UNLIMITED NUMBER OF CREDITS, ONLY 4 CREDITS FOR ANY GIVEN COURSE MAY BE USED TOWARD GRADUATION REQUIREMENTS. IF YOU THINK YOU WILL NEED (OR WANT) MORE THAN 4 CREDITS TO COUNT TOWARD GRADUATION, THEN YOU SHOULD BEGIN WITH THE 218/219 COURSES AND THEN GO ON TO THE 398/399 COURSES.

(2) THINK CAREFULLY ABOUT THE TOTAL NUMBER OF CREDITS YOU THINK YOU MIGHT WANT TO COUNT FROM RESEARCH, BECAUSE CHEM 218/219 CREDITS DO NOT COUNT TOWARD THE CHEMISTRY AND BIOCHEMISTRY CONCENTRATIONS, ONLY 398/399 DO.

**Give a brief student-written description of the project; may attach.**

*The Honors Office has funding for Honors projects through the Dean's Thesis Grant (up to \$150) with deadlines in November and March. Students should apply at the Honors Office.*

**Chem 218 and 398 (BIOCHEMISTRY RESEARCH)**

**Chem 219 and 399 (CHEMISTRY RESEARCH)**

\_\_\_\_\_  
**Biochemistry Faculty Signature**

\_\_\_\_\_  
**Phone #**

\_\_\_\_\_  
**Out of Department Research Director**

\_\_\_\_\_  
**Biochemistry Project Approval**

\_\_\_\_\_  
**Phone #**

\_\_\_\_\_  
**Chemistry Faculty Signature**

**Section Indi #** \_\_\_\_\_

**Section Indi #** \_\_\_\_\_

## PROCEDURES for RESEARCH and INDEPENDENT STUDY COURSES

The Department of Chemistry offers courses that allow undergraduate students to participate in the scholarly activities of the faculty. The courses require considerable initiative on the part of the student both in arranging for collaboration with a particular faculty member and in carrying out the collaboration. It is wise to start exploring possible arrangements THE TERM BEFORE YOU INTEND TO REGISTER, but in any event registration must be completed by the end of the free drop/add period of the term. The courses are:

**Chem 218. Independent Study in Biochemistry** *Permission of instructor. For students with less than junior standing.(1) May be repeated for a total of 4 credits toward graduation requirements.*

**Chem 219. Independent Study in Chemistry** *Permission of instructor. For students with less than junior standing.(1) May be repeated for a total of 4 credits toward graduation requirements.*

**Chem 398. Undergraduate Research in Biochemistry** *Junior standing (55 credits toward program) and permission of the professor who will supervise the research. (1-4). May be elected for a total of 4 credits toward graduation requirements.*

**Chem 399. Undergraduate Research in Chemistry** *Junior standing (55 credits toward program) and permission of the professor who will supervise the research. (1-4). May be elected for a total of 4 credits toward graduation requirement.*

### STUDENT

Consider research interests of the faculty as described in the chemistry graduate brochure, biochemistry research notebook in 1500 Chem, or websites (<http://www.umich.edu/~michchem>, [/biochem/](http://www.umich.edu/~biochem/), [/~biophys/](http://www.umich.edu/~biophys/)) and make appointments for meetings. Reach agreement on the research project for the term with a professor of choice and complete the *Student-Professor Agreement for Independent Study* for each term registered. Handwrite your research description, signature and *indi* number of professor. Each credit is equivalent to at least three hours a week of actual work for a 14 week term (minimum 50 hours per term-credit hour).

Submit a copy of the form to 1500 Chemistry, obtain an electronic permission, and register on line. **Register no later than last day of regular drop/add.** No overrides will be given after this date and all overrides will expire after this date.

Watch safety video in the Science Learning Center (1720 Chem) before beginning lab work.

Maintain a laboratory notebook which will be turned in to the research advisor at the end of the term.

Submit a short report to your research advisor and a copy to Academic Services (1500 Chemistry) by the last day of exams unless required earlier by research advisor.

### PROFESSOR

Discuss research project with student.

Sign the *Student-Professor Agreement for Independent Study or Undergraduate Research* form for each term of registration.

Refer Honors students to the Honors Office, 1330 Mason Hall, to apply for thesis funding. The Honor's Thesis research Grant funds Honors projects (up to \$150) with application deadlines in November and March.

Specify what type of report will be required in addition to lab notes, and when they are due (no later than the last day of exams).

Grade student (A-E).

When a report is not turned in, the professor will assign an "I" grade if "the amount of unfinished work is small, the work is unfinished for reasons acceptable to the instructor, and the student's standing in the course is at least C-." "Incomplete grades may be made up while a student is not in residence. An incomplete grade must be made up by the fourth week of a student's next fall or winter term in residence..."(p. 20 LS&A Bulletin).

### ACADEMIC SERVICES

Provide supplementary project descriptions. Listings of professors and research are in this handbook, Chemistry pp. 3-4, Biochemistry pp. 43-46. Give electronic permissions to students after submitting signed Agreement form. Biochemistry projects will be approved by a biochemistry advisor and then the electronic override will be issued.

File Agreements, semester reports and Honors Theses.