

SPRING 2019

UROP CHECKLIST

- ☐ Complete the **hiring process**.
 - ☐ Sign the **Employee Intellectual Property Assignment Agreement** (EIPAA) at hrit.utah.edu/ogc/ip/#/form/uurf-eiaa.
 - ☐ Attend Mandatory **UROP Orientation**. Register at our.utah.edu/urop/acceptance-checklist.
 - ☐ *If contacted by the OUR*, schedule a **hiring appointment** at utah.craniumcafe.com/group/our-hiring/scheduler.
- ☐ **Devise a schedule with your UROP Mentor** to ensure you contribute 120 hours of research or creative work to your UROP Project.
- ☐ Attend **AT LEAST TWO Spring 2019 Undergraduate Research Education Series** (URES) events. The full URES Schedule is always available online at our.utah.edu/events/ures.
- ☐ _____
- ☐ _____
- ☐ Complete the **UROP Final Report** by Tuesday, April 23. Submit the Final Report online at ugs.formstack.com/forms/urop_final_report.
- ☐ Present my research at the **Undergraduate Research Symposium** (URS). The 2019 URS will be held on Tuesday, April 9, 2019 from 9:00 - 2:30pm. More information about the URS can be found online at our.utah.edu/events/undergraduate-research-symposium.