



Office of  
**UNDERGRADUATE RESEARCH**  
THE UNIVERSITY OF UTAH

## **SPUR 2019 PARTICIPATION AGREEMENT POLICIES**

- I will spend 35-40 hours per week on research and other program-related activities for the entire duration of the program (May 22-August 1, 2019). I am not expected to work on University holidays (May 27, July 4, and July 24) and do not need to make those hours up (so I should expect to work a modified number of hours those weeks).
- Details regarding expectations and/or requirements of the research will be negotiated between me and my faculty mentor. I will devise a schedule with my mentor to ensure I contribute the required number of hours to the program. This schedule will be in writing and signed by both me and my mentor. I may be asked to produce this schedule as documentation if there is a question about my progress. If I do not document this schedule or fail to meet this schedule, I may be dismissed from the program and forfeit the remainder of the SPUR stipend.
- My SPUR mentor (or designee), who serves as my direct supervisor, will receive a bi-monthly email from the OUR to confirm that I am progressing on my SPUR project as outlined in this schedule.
- If my SPUR mentor (or designee) indicates issues with my work, I will receive official notice from the OUR along with a plan for remedying the issue and a timeline for doing so. If I fail to meet the expectations outlined in this notice, I will be dismissed from the program and forfeit the remainder of the SPUR stipend.
- I will attend all bi-weekly meetings. These meetings will be held 9-10:30 AM on June 5, June 19, July 3, July 17, and July 31, 2019.
- I will attend all weekly Undergraduate Research Education Series seminars (weekly events). The full schedule is available online at [our.utah.edu/events/ures](http://our.utah.edu/events/ures).
- I will present my work (poster format) at the Office of Undergraduate Research Summer Symposium, which will be held on Thursday, August 1, 2019.
- I will submit a one-page summary of my experience to the University of Utah Undergraduate Research Journal by July 30, 2019.
- I will complete a SPUR Final Report by August 1, 2019.
- If at any point I am unable to adhere to the above policies, I will contact Megan Shannahan in the Office of Undergraduate Research immediately.