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 Fall 2019 Undergraduate Research Education Series** (URES) events. The full URES Schedule is always available online at our.utah.edu/events/ures.

    ☐ _____

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☐ Complete the **UROP Final Report** by Thursday, Dec. 5th. Submit the Final Report online at ugs.formstack.com/forms/urop_final_report.

☐ Present my research at the **Undergraduate Research Symposium** (URS). The 2020 URS will be held on Tuesday, April 7 from 9:00 - 2:30pm. More information about the URS can be found online at our.utah.edu/events/undergraduate-research-symposium.