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 Virtual **UROP Orientation**. https://utahsa.az1.qualtrics.com/jfe/form/SV_6VXJ51ZGShWuoip

   ☐ *You will be contacted by HR if you need to complete a hiring appointment.*

☐ **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 SUMMER VIRTUAL 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 Wednesday, July 29. Submit the Final Report online at ugs.formstack.com/forms/urop_final_report.

☐ Present my research at the **Undergraduate Research Symposium** (URS). The 2021 URS will be held on Tuesday, April 6 from 9:00 – 2:30pm. More information about the URS can be found online at our.utah.edu/events/undergraduate-research-symposium.