



Summer Research Policy

The Office of Student Affairs and the Feinstein Institute for Medical Research collect various research projects that are available throughout the health system. Research projects are reviewed and approved by the leadership of the School of Medicine. In late November, the Office of Student Affairs creates a database of these opportunities and distributes this information amongst the student body.

Students are responsible for browsing through these opportunities and selecting one research project. Projects may be clinical or research based. Students should be aware of the need to identify projects early due to competition for research involvement. If the student chooses a project based at the Feinstein Institute for Research, information on specific projects may be obtained from the primary investigator's website. Students are encouraged to contact investigators directly to gather information about project details prior to commitment.

After a student has selected a project, they are responsible for submitting a completed "Application for Summer Research Support." This application is distributed to every student and is available on the student shared drive (U Drive). Students are responsible for submitting specific project details, such as the title, abstract, dates, location and name of the primary investigator. In addition, students must meet with their primary investigator to discuss specific details of the project. The primary investigator is responsible for filing out a portion of the application which indicates their agreement to mentor this student during the project, an acknowledgement of appropriate research space and resources to support the project and all necessary approvals for the project.

In addition to their primary investigator, each student will work with a secondary in-house faculty mentor. These in-house mentors are members of the Research Advisory Committee of the School of Medicine. They will offer guidance to students in the following areas; help students select potential feasible research opportunities in a timely manner, communication with primary investigator regarding appropriate research space and resources, and offer general guidance and assistance during the research and poster creation process. In-house mentors will be assigned after applications are approved by the Student Research Advisory Committee.

The "Application for Summer Research Support" must have all three signatures prior to submission. The application deadline will be set each year in February to allow for stipend processing. Applications are reviewed by members of the Research Advisory Committee of the School of Medicine. **Submission of an application does not guarantee a stipend.** Students who submit an application after the deadline will not be eligible for financial support. Students who receive a stipend will be responsible for submitting a poster and presenting at Scholarship Day. Posters will be due in early September.



HOFSTRA NORTHWELL
SCHOOL of MEDICINE
AT HOFSTRA UNIVERSITY

APPLICATION FOR SUMMER RESEARCH SUPPORT

NAME: _____ CLASS: _____

EMAIL ADDRESS: _____

APPLICATION AND PROGRAM INSTRUCTIONS:

1. Please complete all required sections of the application.
2. Provide a brief but full description of the research project. The description must include the hypothesis, background, experimental approach, method of data analysis, and expected outcomes, and must clearly delineate your role in the project. Please attach additional documentation if need be.
3. Have the application reviewed and signed by the supervising primary faculty investigator.
4. Have the application reviewed and signed by the secondary in-house mentor.
5. **Return the completed application to the Office of Student Affairs by February 19, 2016.** Applications submitted after the deadline will not be considered.
6. Successful applicants for research projects at the School of Medicine will receive a stipend of \$2,500 for a minimum of 8 weeks of summer research.
7. All recipients of research funds are required to present their work at the annual School of Medicine Scholarship Day during the fall semester immediately following the award of summer research support. Guidelines will be provided when stipend checks are dispersed.

SECTION 1: (All sections must be completed by the student for the application to be considered.)

PROJECT TITLE: _____

RESEARCH DATES: FROM _____ TO _____

RESEARCH LOCATION: _____

FACULTY INVESTIGATOR: _____

PROJECT DESCRIPTION: (Please include hypothesis, background, experimental approach, method of data analysis, and expected outcomes, and must clearly delineate your role in the project. **Describe data collection methods and anticipated statistical analysis in detail.** Applications that do not include these will not be considered. **Please attach additional documentation if necessary.**)



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STUDENT'S SIGNATURE: _____ *DATE:* _____

SECTION 2: (To be completed by the primary investigator)

_____ Title _____ First Name _____ Last Name _____

Department: _____

Telephone # _____ Email address: _____

Site at which research will be conducted

I agree to supervise and mentor this student in the design, execution and any subsequent dissemination of the results of the research project described above. I understand that I agree to having the necessary resources and research space to support this project and the success of my student advisee. I understand that the student will be responsible for presenting the research at the School of Medicine Scholarship Day in the fall semester, and agree to evaluate any work that they plan to submit for this event.

INVESTIGATOR'S SIGNATURE: _____ **DATE:** _____

To be completed by the Office of Student Affairs & Student Research Advisory Committee:

Project approval: _____

Committee recommendations:

In-house mentor: _____