

APPLICATION MATERIALS

Submit your application online by uploading all materials to the [Honors Summer Research Stipend 2025](#) box, by **Sunday, March 30, 2025 (11:59 PM)**. Your electronic application packet must contain the following items (in the order listed):

- **Application**
- **Student Agreement Form**
- **Research Proposal**
- **Short Biography**
- **Faculty Sponsor Agreement Form**

(To be completed and submitted electronically by the Faculty Sponsor to the Honors Programs Stipend Coordinator, Heiser Lopez, hlopez@college.ucla.edu, by **Sunday, March 30, 2025, at 11:59 PM.**)

All files should be labeled as mentioned above with your last name and first name initial at the end (e.g., Lopez.Heiser_Short Biography) for proper tracking of each applicant's materials.

NOTE

If you will be receiving academic credit for your summer research, you will not be able to receive funding. However, if your summer research is 'preliminary' research for a senior thesis, or research planned for the following academic year, you may apply.

SELECTION

Students will be selected by the Assistant Dean, Undergraduate Education in consultation with members of a faculty and staff committee. Selection is based on the student's:

1. Application and accompanying research proposal.
2. Academic record at UCLA, including participation in one or more honors programs.

We strive to divide the awards equitably among students in the four divisions of the College of Letters and Science.

NOTIFICATION

Recipients of 2025 Summer Research Stipends will be notified by email during the later part of May. If you have questions about the application process, please contact the Honors Programs Stipend Coordinator, Heiser Lopez, via email hlopez@college.ucla.edu.

RESEARCH PROPOSAL

Please write a proposal detailing your proposed research project. Your proposal will vary depending on the type of project. Summer research stipend projects are not required to culminate in a single finished paper; rather, we encourage you to formulate a plan of study or research that will significantly enrich you intellectually and academically. The proposal must include the following:

1. Introduction
 - Goals of project
 - Description of the project
 - Why is the topic of interest/significance to you (why is your research worthwhile and why should people care about your work?)
 - A plan for your work over the summer with an explanation of how you will consult with your Faculty Sponsor
2. Statement of hypothesis or purpose
 - Plan for the process of your work
 - Initial hypothesis
 - Anticipated results
 - Potential challenges
3. Experimental approach
 - A description of the research methodology or type of investigation
 - Definition of key terms (especially any scientific terms)
 - The idea is to let the readers know what approach you will use to address your investigated interests or test your hypothesis and why
4. Bibliography/list of references

NOTE

- Please limit your proposal to 5 pages (double spaced).
- Students proposing to conduct **research in a science laboratory** must complete the "[Lab Safety Fundamental Concepts](#)" training and include proof of completion with the application packet.
- Students proposing to conduct **research with human subjects** must secure approval or exemption from the appropriate Institutional Review Board (IRB). Please visit the [UCLA Office of the Human Research Protection Program](#) website for more information.

SHORT BIOGRAPHY

A brief typed paragraph describing yourself (your major, your research interests, your future plans, etc.) in 100 words or less, double spaced. Please include as a separate document with your application.

APPLICANT INFORMATION

Name (Full Legal): _____ Student ID #: _____

E-mail Address: _____ Phone Number: (____) _____

Class Standing: _____ Cumulative Units: _____

Major: _____ Cumulative GPA: _____

Expected Graduation (Term/Year): _____

Street Address: _____ City: _____

State: ____ Zip Code: _____

Are you a U.S. resident? Yes No

If applicable, what is your VISA Type (check one) F1 Visa J1 Visa H1 Visa

STIPEND PROPOSAL INFORMATION

Title of Proposed Research: _____

Name of Faculty Sponsor: _____

Faculty Sponsor's Department/Area of Research (check one):

Humanities

Social Sciences

Physical Sciences

Life Sciences

Please list other research funding and/or scholarships are you receiving for this research

1. _____

2. _____

3. _____

4. _____

Currently Participating in (check all that apply):

College Honors

Departmental Honors

Departmental Scholars

THIS SECTION IS TO BE COMPLETED ONLY BY STUDENTS ENROLLED IN A DEPARTMENTAL HONORS PROGRAM

Departmental Honors Program: _____

Name of Faculty Sponsor: _____ Campus Phone: (____) _____

Faculty Sponsor's Signature: _____ Date: _____

STUDENT AGREEMENT

As the applicant, you agree to:

- Meet with your Faculty Sponsor to organize your schedule of academic study and research.
- Update and work with your Faculty Sponsor throughout the summer.
- Prepare a Research Summary Statement: If you are selected to receive a research stipend, you will be required to submit a final statement, which should be 5-7 pages in length and signed by your Faculty Sponsor, summarizing the results of your research activity. The deadline to submit your summary is **Sunday, October 12, 2025, by 11:59pm**. Please email copy to hlopez@college.ucla.edu.

NOTE

- Students proposing to conduct **research in a science laboratory** must complete the "[Lab Safety Fundamental Concepts](#)" training and include proof of completion with the application packet.
- Students proposing to conduct **research with human subjects** must secure approval or exemption from the appropriate Institutional Review Board (IRB). Please visit the [UCLA Office of the Human Research Protection Program](#) website for more information.

"I agree to abide by the requirements set forth and further agree to complete my research and submit a summary report according to designated deadlines. I am aware that I must report any possible cancellation or postponement of my research to the Assistant Vice Provost and Director of Honors Programs. I also am aware that failure to do so will result in the placement of a hold on my academic records."

Student's Name

Date

Student's Signature

Thank you for agreeing to serve as a Faculty Sponsor and guide your student through their summer research. The stipends were originally conceived to allow maximum flexibility, and the research projects over the past several years have varied widely. Some students have worked as members of laboratory research teams. Others have traveled as far away as Afghanistan and Japan as part of their stipend projects. Under these conditions, the actual contact between the student and Faculty Sponsor can vary from several times a week to once a month and may occur in person or via other mechanism (phone, video chat, etc.) We recognize that faculty act as stipend sponsors without compensation, and that different projects require different supervisory arrangements. What is important is the availability and interest of the Faculty Sponsor to provide mentorship and tutelage throughout the student's project. Thank you for your willingness to help some of our best students extend their education beyond the traditional classroom!

FACULTY SPONSOR INFORMATION

Name: _____ Department: _____

E-mail Address: _____ Campus Phone: (_____) _____

By submitting this form, you acknowledge that you have read the agreement above and agree to serve as a Faculty Sponsor for : _____
(student name)

FACULTY SPONSOR AGREEMENT

As a Faculty Sponsor, you agree to:

- Review the content of the proposed project to determine its viability.
- Ensure the intellectual rigor and integrity of the project.
- Guide students as they work over the summer.
- Complete and submit the required Faculty Sponsor Agreement electronically to the Honors Programs Stipend Coordinator, Heiser Lopez, hlopez@college.ucla.edu, by **Sunday, March 30, 2025, at 11:59 PM**. (Students submit their paper application to the Honors programs, but their application will not be considered until the Faculty Sponsor Agreement form is received prior to the deadline.)

NOTE

- Students proposing to conduct **research in a science laboratory** must complete the "[Lab Safety Fundamental Concepts](#)" training and include proof of completion with the application packet.
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LETTER OF SUPPORT

Please write a brief letter of support for the student (250 words or less).

"I am a member of the UCLA Academic Senate and am therefore eligible to sponsor the research project outlined above. I have reviewed the proposal and certify it as a worthwhile project that will benefit the student's academic development. As the sponsor of the Summer Research Stipend project, I am prepared to supervise the student on a regular basis and will notify Honors Programs of any changes in the agreement."

Faculty Sponsor's Name

Date

Faculty Sponsor's Signature