**Summer Undergraduate Research Experience (SURE) at Emory University**

Atlanta, GA  
May 26 – July 31, 2015

Please Post  
NON-Emory University Applicants

<table>
<thead>
<tr>
<th>PROGRAM DESCRIPTION</th>
<th>AWARDS</th>
</tr>
</thead>
</table>
| The Center for Science Education’s Summer Undergraduate Research Experience (SURE) Program has trained undergraduates in cutting-edge science research, ethics, and professional skills for 25 years. During the ten-week summer program, SURE Fellows live on the Emory campus and conduct full-time mentored research. Fellows receive 20 hours of research ethics training and have the opportunity to develop crucial skills for success in PhD-level study. Fellows may attend informal lunches with Emory faculty scientists throughout the program. Fellows present their research in a formal Poster Symposium at program close. The SURE Program receives support from multiple funding partners, including the generous support from individual faculty mentors and the following: ACTRE, ACTSI, CCE, CCHF, Endocrine Society MAP, GDBBS, IMSD, NSCOR, PERSE, SUPERR | - financial support for 10 weeks  
- on-campus housing |

<table>
<thead>
<tr>
<th>STUDENT RESPONSIBILITIES</th>
<th>MENTOR RESPONSIBILITIES</th>
</tr>
</thead>
</table>
| • dedicate 40 hours/week for 10 weeks to their research projects  
• participate in all weekly seminars, workshops, discussion groups and activities as scheduled  
• post a research proposal by the third week of the program  
• routinely consult the updated program schedule  
• present a poster during the SURE poster symposium  
• complete a program evaluation  
• participate in laboratory meetings, journal clubs, safety training, and other such academic activities as requested by the mentor  
• update program organizers of future academic developments for program assessment purposes | • communicate expectations to the student (work hours, how performance will be evaluated, share laboratory protocols)  
• help define the student's project goals and deadline  
• meet with the student at least every other week to provide feedback and guidance on the progress of the student's project  
• offer guidance and constructive criticism while the student prepares his/her poster for the end-of-program symposium  
• designate additional contacts within the laboratory or department to assist the student if the mentor is temporarily unavailable  
• attend the SURE poster session  
• apply for NSF or NIH grant supplements if at all possible |

<table>
<thead>
<tr>
<th>NON-EMORY APPLICATION REQUIREMENTS &amp; DEADLINE</th>
</tr>
</thead>
</table>
| □ online application, see  
http://www.cse.emory.edu/SURE  
(available November 2014)  
□ course transcript (unofficial is fine)  
□ statement of purpose  
□ resume  
□ letter of support from the faculty mentor who will supervise the student’s research  
**Non-Emory student applicants are not** required to submit a research proposal as part of the application. |

Application materials must be submitted online by midnight, February 2, 2015.

For additional program information, visit [http://www.cse.emory.edu/SURE](http://www.cse.emory.edu/SURE)
SURE Program
Guidelines for NON-EMORY Applicants

The following materials must be received by midnight, February 2, 2015. All materials will be submitted online (application available from November, 2014).

Application Instructions

☐ Log on to the SURE application website to create a login/password that enables you to enter academic, demographic and contact information and check on the status of your application. Save but do not submit your application until you have confirmed that every item is correct. You may save work over many sessions, but once you submit you may no longer make changes.

☐ Enter contact information for your letter writer: You can send a request to the recommender through the application system, as well as reminders, if necessary.

☐ Upload your Transcript

☐ Upload your Resume

☐ Upload Statement of Purpose

Application Tips

• LETTER OF SUPPORT: Request this letter from the person who can speak most strongly about your science research experience and/or aptitude. Provide a copy of these guidelines to your recommender to ensure he/she understands the program’s schedule and commitments. Your recommender will be better able to write a strong, supportive letter if he/she is familiar with your laboratory performance, work ethic, academic background and intended career path. Ask to meet with your letter writer to explain the purpose of the recommendation (program purpose, why you are applying, when the letter is due, etc.). The letter should focus on your potential as a future scientist. If there are things you wish to address that don’t “fit” anywhere else in the application, let your letter writer know.

• COURSE TRANSCRIPT: an unofficial transcript is acceptable

• RESUME: One page maximum length

• STATEMENT OF PURPOSE: explain how participation in SURE will advance your academic & career goals. Please specifically address how research fits into your goals; 2 pages max

• POTENTIAL RESEARCH MENTORS: List 4 faculty with whom you would be interested in working. You are not required to contact potential mentors in advance. Check the SURE web page to find updated links to departments in Emory College, Emory School of Medicine, the Graduate Division of Biological and Biomedical Sciences, and other departmental websites for researchers whose work interests you.

• SUPPLEMENTAL ATTACHMENT: If necessary components of your application cannot fit elsewhere, contact Program Director for permission to use this field. Do NOT use this field to attach unapproved items.

Selection and Award Process

A selection panel will identify finalists, who will be notified of their status via email. The SURE program will then share the student’s application with faculty of interest. Once a match is made, the applicant will be asked to contact the mentor, with a specified period of time offered to allow student and mentor to confirm they wish to collaborate. We will make offers by April 15th.

If you have any questions about your SURE application, please contact Dr. Molly Embree at membree@emory.edu or (404) 727-0912. Additional program information is available at http://www.cse.emory.edu/SURE