



# College of Creative Studies

## Summer Undergraduate Research Fellowship

### 2022

## How to Apply

Applications must be complete in order to be considered. A complete application consists of an application form, completed and signed by the student applicant, the Faculty Research Director, and the student's CCS Faculty Advisor. The student is responsible for attaching their prepared SURF project proposal to as part of the application form.

Students are advised to ensure that their faculty directors and advisors will have sufficient time to review the application materials before signing. You should provide the Faculty Director with your completed application form and project proposal in advance. Please allow them sufficient time to read and respond to your proposal before the deadline. The Faculty Director must be a member of the UCSB faculty, but need not be a member of the CCS faculty.

Application materials for 2022 Summer Undergraduate Research Fellowships are due to CCS no later than **Sunday, April 10<sup>th</sup>, 2022** at 11:59 PM. It is the applicant's sole responsibility to ensure that all components are submitted and all signatures completed by the deadline. Late or incomplete applications will not be considered.

Please carefully read the following instructions for each application component.

### 1. PROJECT PROPOSAL


A one to two page document written by the APPLICANT in consultation with the FACULTY DIRECTOR with a description of the proposed project, which must address each of the following items:

- Brief background and significance of the project
- Rationale and general approach to the proposed project
- Expected outcomes or goals

Submission:

- File naming format an applicant named Jane Gaucho:  
applicantlast\_applicantfirst\_proposal.pdf; example: gaucho\_jane\_proposal.pdf
- Attached by the applicant to the Application Form via Docusign

### 2. \*SIGNED\* APPLICATION FORM

- Fill out form using the template available through Docusign: <https://bit.ly/surf2022>
- If you want work on the application over time, please select "Finish Later" after starting the application: 
- Obtain Faculty Director's review and signature by providing their contact information directly in the Docusign template
- Obtain CCS Faculty Advisor's review and signature by providing their contact information directly in the Docusign template
- The completed form will be automatically uploaded to a Box folder.

Questions? Email us about SURF at [create@ccs.ucsb.edu](mailto:create@ccs.ucsb.edu)



**College of Creative Studies**  
**Summer Undergraduate Research Fellowship Application**  
**2022**

**CCS Student Applicant Information**

Student Name:		Email:	
Student Perm:		Pronouns:	
Major 1:		Major 2:	
Current UC GPA:		Graduation (QYY)	
Major GPA:			

Spring Course Enrollment
UCSB Employment: Are you now, or have you been previously employed by UCSB? If Yes, please indicate the most recent employing department and quarter:

A copy of your transcript may be released to the CCS program committee as they review applications.

**Project Information**

Which CCS major is your project related to: |

Work is expected to be immersive and full-time (a minimum of 40 hours/week) for 10 weeks and not to overlap in time with any other work, internships, classes or fellowships. You should talk with your Project Director and your CCS Faculty Advisor about this. Project dates should fall between June 13<sup>th</sup> to September 17<sup>th</sup>.

Project Duration:	Approx. Project Dates:
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**The Project Proposal** is a one-page document written by the applicant in consultation *with the Faculty Director* with a detailed description of the proposed project, which must address each of the following items:

- (1) brief background and significance of the project
- (2) rationale and general approach to the proposed project
- (3) predicted outcomes or goals.

**Please attach your SURF project proposal to this application by uploading it here:**

Your proposal will automatically attach to the end of this application form.

SURF Applicant:



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Previous research, laboratory experience, or creative activity:
Previous awards, scholarships, or distinctions:
Career Goals:
Role that participating in a SURF experience would play in your educational & career goals:

I, \_\_\_\_\_, verify that I have personally completed this application, and am sincerely interested in this opportunity. I acknowledge that I have read and agree to the information and requirements on <https://ccs.ucsb.edu/student-life/summer>.

I understand that I am responsible for the on-time submission of all application components. This means that I will have given reasonable advanced notice to my faculty director and CCS advisor to consult about my project proposal and the opportunity to review my application. I understand that late or incomplete application packets will NOT be considered.

I understand that if anything changes concerning this proposal, especially concerning my ability to complete my project, I will update CCS as soon as possible via [create@ccs.ucsb.edu](mailto:create@ccs.ucsb.edu).

Student Signature | \_\_\_\_\_ | Date | \_\_\_\_\_

SURF Applicant:



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**Summer Undergraduate Research Fellowship Application**  
**2022**

**Faculty Project Director Support Form**

SURF Project Director Name:		Project Director Email:	
Project Director Department:			

Do you support \_\_\_\_\_'s Summer Undergraduate Research Fellowship application for Summer 2022 as outlined in the attached proposal below?

This page is shared with the student to confirm the completion of their application materials. If you would like to submit any private statements regarding this project proposal for the committee to consider when awarding funding, you may [submit a separate statement online](https://bit.ly/surf-faculty) at <https://bit.ly/surf-faculty>.

Please explain with details your history, knowledge, and experience with _____:
Is there anything else you want the CCS Summer Fellowship Advisory Committee to know about this student's academic progress or their application?

I understand that if anything changes concerning this proposal, especially concerning \_\_\_\_\_'s ability to access campus resources, I will update CCS as soon as possible via [create@ccs.ucsb.edu](mailto:create@ccs.ucsb.edu).

Project Director Signature	Date
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SURF Applicant:



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**CCS Faculty Advisor Support Form**

CCS Faculty  
Advisor Name:

Faculty Advisor  
Email:

Do you support \_\_\_\_\_'s Summer Undergraduate Research Fellowship application for Summer 2022 as outlined in the attached proposal below?

This page is shared with the student to confirm the completion of their application materials. If you would like to submit any private statements regarding this project proposal for the committee to consider when awarding funding, you may [submit a separate statement online](https://bit.ly/surf-faculty) at <https://bit.ly/surf-faculty>.

Is \_\_\_\_\_ on track academically to undertake a CCS Summer Undergraduate Research Fellowship Project? Please explain.

In your opinion, is this the right time for this student to undertake a CCS Summer Undergraduate Research Fellowship? Please explain.

I understand that if anything changes concerning this proposal or \_\_\_\_\_'s academic progress, I will update CCS as soon as possible via [create@ccs.ucsb.edu](mailto:create@ccs.ucsb.edu).

CCS Faculty  
Advisor Signature

Date

SURF Applicant: