



Guidelines for Undergraduate Student Research Activity in Fall 2020

Undergraduate Junior or Senior students may work in a research laboratory if they meet all of the following criteria and are approved by the Research Advisor:

- Laboratory research credits are necessary to avoid a delay in time to degree or thesis completion;
- The student's Academic Advisor or undergraduate program director endorses participation in the research activity; and
- The research can be conducted safely as endorsed by the Research Advisor and Department Chair.

Any exceptions to this policy will require detailed information and the signature of the Chancellor of the campus where the research is to be conducted.

Process to Approve Undergraduate Student Researchers for Fall 2020

A research advisor/faculty mentor will initiate the process by completing an online request form, which requires the NetIDs for each undergraduate student researcher and her/his Academic Advisor and Department Chair.

Following completion of the online request form, the research advisor will receive an email with a link to a DocuSign document to be signed in sequential order by the following:

- Research Advisor
- Undergraduate Student
- Academic Advisor
- Department Chair
- Research Dean
- Chancellor (only if the request does not meet above criteria)

When the electronic DocuSign has been completed, all signatories will receive a copy for their records and the student will receive an email containing further instructions and a link ("test code") to conduct the SARS-CoV2 saliva test via telemedicine. Once the student tests negative and completes the REHS online training, s/he may begin laboratory research.

All undergraduate researchers will require subsequent COVID testing weekly, unless otherwise determined by the EOC Testing Protocol Action Group (TPAG). The process for completing the weekly testing will be shared with the Research Advisor and the undergraduate researcher.

The Research Advisor will be responsible for ensuring that the undergraduate researcher is in compliance with testing as determined by the TPAG.