

# Bioscience Independent Research

Request for ### 395 Course Registration

**NEW! One-Form Registration:** Requesting registration has gotten easier as students only need to submit one form. In the past, students needed to submit two forms (pre-registration and registration form) which are no longer needed.

**NEW! Approval Process:** This form will automatically forward to the following for approval.

1. Independent Research Instructor
2. The Biology Department Undergraduate Office
3. Track coordinator of intended/declared biology
4. UPBM Director

**Applications of Bioscience Research Credit to Programs of Study:** Students who are want to apply 395 credit to their major should visit department major requirement websites and consult faculty advisors relevant to their intended program of study for guidance.

1. **Biology Majors:** The track coordinators will review the research project as well as it's applicability to [biological science majors](#)
2. **Non-biology major or students uncertain of program:** Requests will forward to the UPBM Director to evaluate the course for general college credit only.

**Turnaround:** A definitive processing time cannot be given. Be sure to build in plenty of time to get the answers you will need to complete this form properly and enter accurate email addresses as the form will not forward correctly otherwise. The system will automatically send daily reminders to the instructors until it is signed and students will receive notifications when each part of the process is complete.

**NEW! Submission Period / Deadline:** This form will accept submissions for the Fall 2022 semester between **August 15th to September 28, 2022**. Please note that students no longer have until the end of the semester to submit a form to register their 395/395w. The 9/28 deadline applies to all 4-credit, 3-credit, 2-credit, and 1-credit courses, regardless of the start date. Some may need to submit their forms before the course begins.

**NEW! Course Titles:** All biology independent research courses will now be registered as "### 395 or 395w Independent Research". Students do not need to create a title anymore.

**Meet with Instructor** A reminder to new and returning independent researchers to consult their instructor each semester to discuss course details to ensure clear understanding of expectations. Please note that students will need instructor feedback in order to answer the questions on this form. [Click here for a printable version of this form to bring with you to meetings.](#)

**NEW! Instructor Eligibility:** Members of the university "teaching faculty" or faculty who are authorized by their department chair may supervise independent studies. A list of authorized faculty is now available online so that students may check to see if their faculty are eligible. [Click here for list and instructions for requesting to add new faculty.](#)

**Rules and Regulations:** Visit the [Biology Department Independent Research Rules and Regulation](#) website for further insight regarding grading, incompletes, final report submission, credits / contact hours and much more.

**Technical Difficulties:** Communicate issues by email to the [Biology Department Undergraduate Office](#)

# Student Information

## Name \*

First Name

Last Name

## UR ID \*

## Class \*

Expected year of graduation

## Student Email \*

Official @UR addresses only. Make sure this is correct–this email is how you will be contacted regarding this process!

## Major (Declared or Intended) \*

BA Biology

BS Biochemistry

BS Biology General Track

BS Cell and Developmental

BS Ecology and Evolutionary

BS Microbiology

BS Molecular Genetics

BS Neuroscience

BS Computational Biology

Non-Bio Major / Unsure

Biology Minor

Computational Biology Minor

**PLEASE NOTE This form will automatically forward to the following for approval:**

1. BIOL 395 Independent Research Instructor
2. The Biology Department Undergraduate Office
3. Track coordinator of intended/declared biology for scientific & major application review
4. UPBM Director

Forms of Non-biology major or students unsure of their program of study will forward to the UPBM Director to evaluate the course for general college credit only.

Non-biology majors need to reach out to the advisor of the program of study they wish to apply for the course to gain approval. This approval must be done independently as the Department of Biology only approves applications to [biological science tracks](#). biological science tracks.

Students should investigate the requirements of potential majors to learn how the credit may apply and reach out to advisors in relevant fields of study for guidance. Retain the course details and final report so advisors of non-biological programs can evaluate how the research may or may not apply to future fields of study.

**Advisor Name**

**Advisor Email**

example@example.com

**Instructor Information**

Faculty who has agreed to supervise research course

**Authorized Instructors for Bioscience Courses:** Instructors who have not previously supervised independent research courses need to be authorized to supervise independent research courses.

Students who have previously taken courses with instructors will likely be on this list.

Those new to the process should check the [List of Authorized Independent Research Instructors](#) for the name of their faculty. Instructions on how to add new faculty to the list are also available on this website.

**Faculty Name \***

**Is this the first time the instructor has supervised an independent research (395) course \***

Yes

No

**Title \***

\*Instructor must be member of the UR full-time teaching faculty.

**Instructor Department \***

- Biology (Hutchison Hall)
- Biochemistry (Medical school)
- Chemistry Department: Labs w/ Biology Related (Hutchison Hall)
- Microbiology Department (Medical School)
- Neuroscience Department (Medical School / Meliora Hall)
- Pathology (Medical school)
- Pharmacology & Physiology (Medical School)
- Other Medical Center Depts Not Noted Above / Interdepartmental : i.e.: Cardiology, Emergency, Pediatrics, Pulmonary Care, Orthopedics, Endocrinology, Surgery etc...

**If Other Please Note Which Department**

Refer to Department Noted in UR Fac/Staff Directory: <https://info.rochester.edu/FacultyStaffDirectory/>

**Prefix**

Calculated Field

**Instructor Email \***

Visit this link for approved instructor information:  
[https://www.sas.rochester.edu/bio/undergraduate/research/independent/authorized\\_instructors.html](https://www.sas.rochester.edu/bio/undergraduate/research/independent/authorized_instructors.html)

**Verify Instructor Email \***

Please make sure the instructor email is correct, otherwise the form will NOT process correctly.

**Applications to Biology Major**

Subject to approval by track coordinator

**Possible Applications: check all that apply (can be more than one) \***

- BA Biology (BIO) 1 diversification elective (only) must be 4 credits
- BA Biology (BIO) 1 half lab (must be at least 1 credit)
- BA Biology (BIO) 1 upper-level writing pending final report approval
- BA Biology (BIO) General College Credit no application to major
- BS Biochemistry (BBC) 1st of 2 four-credit 395 courses to fulfill lab requirement (Only applicable to BCH, BIOL or CHEM and requires explicit permission from track coordinator)
- BS Biochemistry (BBC) 2nd of 2 four-credit 395 courses to fulfill lab requirement (Only applicable to BCH, BIOL or CHEM and requires explicit permission from track coordinator)
- BS Biochemistry (BBC) 1 of 2 Advanced Electives (If 395 is used to fulfill an advanced elective, then 395 cannot be used to fulfill the lab requirement)
- BS Biochemistry (BBC) 1st of 2 upper-level writing requirements pending advisor approval of final report
- BS Biochemistry (BBC) 2nd of 2 upper-level writing requirements pending advisor approval of final report (Requires explicit permission from track coordinator)
- BS Biochemistry (BBC) General College Credit - not applying to major
- BS Cell & Developmental Bio (BCD) 1st of 2 four-credit 395 courses to fulfill lab requirement
- BS Cell & Developmental Bio (BCD) 2nd of 2 four-credit 395 courses to fulfill lab requirement
- BS Cell & Developmental Bio (BCD): 1st of 2 upper-level writing requirements pending advisor approval of final report
- BS Cell & Developmental Bio (BCD): 1st of 2 upper-level writing requirements pending advisor approval of final report
- BS Cell & Developmental Bio (BCD): 2nd of 2 upper-level writing requirements pending advisor approval of final report
- BS Computational Biology (BCB): May only satisfy 1 of the 2 upper-level writing requirements for the major pending final report approval.
- BS Computational (BCB): General College Credit - not applying to major
- BS Ecology and Evolutionary Bio (BEB): General College Credit
- BS General Track (BSG): 1 four-credit 395 to fulfill lab requirement
- BS General Track (BSG): 1st of 2 upper-level writing requirements pending advisor approval of final report (Prerequisite: one previous semester of 395 with the same faculty)
- BS General Track (BSG): 2nd of 2 upper-level writing requirements pending advisor approval of final report (Prerequisite: one previous semester of 395 with the same faculty)
- BS General Track (BSG): General College Credit - not applying to major
- BS Molecular Genetics (BMG): 1st of 2 four-credit 395 courses to fulfill lab requirement
- BS Molecular Genetics (BMG): 2nd of 2 four-credit 395 courses to fulfill lab requirement
- BS Molecular Genetics (BMG): May only satisfy 1 of the 2 upper-level writing requirements for the major pending final report approval.
- BS Molecular Genetics (BMG): General College Credit - no application to major
- BS Microbiology (BMB): 1 upper-level writing pending final report approval
- BS Microbiology (BMB): General College Credit - no application to major
- BS Neuroscience (BNS): General College Credit - no application to major
- Non Biology Major: General Elective Credit Only - students must negotiate application of 395 to non-bio major with the advisor of their intended or declared program of study.
- Other

## If other please explain

Any additional comments you would like to make about how you want to use the course towards your major?

## I agree \*

to upload copy of final report or poster to Blackboard at the end of the semester. Poster or Final report will be different from one submitted in previous semesters

## Course Details

### Proposed Course Prefix / Number

Prefix is based on faculty's department appointment

### Semester / Year \*

Be sure to plan to end data collection by Thanksgiving break.

### Course Title

What will appear on transcripts

### Credits \*

### Course Start Date \*



Month Day Year

## The Scientific Question \*

What are you trying to find out through this research.

## Course Evaluation \*

How will they grade you? i.e.: weekly meetings, lab notebook, journal readings, presentations, poster, final report

## Biohazards and Safety Training

Please note hazards and state training received or planned.

**Contact Hours:** Need help figuring out contact hour requirements? [Visit UR Bio Department Independent Research Course Rules and Regulation for information](#)

**Please Note all forms must be submitted with instructor approval by 9/28 regardless of start date or the amount of credits the course is taken for.**

## Is Research Clinical or Involve Patients? \*

Yes

No

Maybe?

## Course Description \*

Please include a few sentences that briefly describes the project and the scientific question the research will attempt to answer.

## Social Distancing to Prevent the Spread of Covid 19

Students are expected to comply with individual lab safety and & covid protocols

## Lab Techniques / Computational Methods \*

i.e.: culture techniques,assays, microscopy, western omelette ...

## Will the course take place in a Biology Department Lab within Hutchison Hall? \*

Yes - If yes please note that students are required to check-in with Mary Bissell (mary.bissell@rochester.edu, Hutchison 213) at the beginning of each new semester (Fall, Spring, Summer) prior to starting in the laboratory each semester.

No

## Are you being monetarily compensated for the same work? \*

Yes

No



## 395 Course History

End of Form Print / Submit

### **Has 8 credits of independent research (395) credit already been taken with this instructor \***

Yes, if approved, this course will take me over the 8 credit maximum per faculty policy, will submit petition to the College Administrative Committee (see instructions above)

No, will not exceed the 8 credit maximum pending the approval of this course

### **Students cannot take over 4 credits of independent study in one semester please confirm \***

No, I do not plan to take over 4 credits of Independent

Yes, I plan to submit a petition to the College Administrative Committee (see instructions above)