![College of Charleston logo]

Application Instructions

Office of Undergraduate Research and Creative Activities (URCA)
Summer Undergraduate Research with Faculty (SURF)
Final Report

This report must be submitted through Qualtrics within 4 weeks after the project end date. Please be sure to click the "Submit" button on the last page and save the PDF of your answers for your records.

If you experience any challenges uploading documents to Qualtrics, you may use SecureShare to securely share files with urca@cofc.edu. You may also email urca@cofc.edu with any questions or concerns.

Student Applicant Information

Enter the student name [First and Last]:

[ ]

Enter the student email address with no spaces before or after the text.

[ ]

Please confirm your student email address.

[ ]

Enter the student CofC ID Number:

[ ]

Mentor Information

Enter the primary faculty mentor applicant's name [First and Last]:

[ ]

Enter the primary faculty mentor email with no spaces before or

after the text.

[ ]

Please confirm the primary faculty mentor email address.

[ ]

Project Information

TITLE OF PROJECT

[ ]

Non-Technical Project Summary (250 word limit):

[ ]

Did this experience impact the development of the student, such as by developing proficiency in specific skills through the conduct of research and creative activities?

○ Yes

○ No

Impact on Student Planning and Development: Please describe the specific skills the student developed and how those skills will aid them in their future educational and career goals, and how, if at all, this research impacted the student's career plans. (500 word limit)

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Impact on Faculty Professional Development: Please describe how this project impacted your own research, teaching, and/or future endeavors? (500 word limit)

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Please describe any plans for continued work.

[ ]

Did the Student present at a conference or professional meeting?

○ Yes (completed or accepted)
○ No

Block 4

Was the conference within the Student's Discipline?

○ Yes
○ No
○ [ ] Other, please specify

Please list any project presentations or papers submitted, accepted, and/or published (Include name of seminar/conference/journal/etc., location, date and number of times presented or published)

Please describe any plans for additional funding

Final Expense Report:

This should reflect the actual expenses. If you indicated "Other" please specify what the money was used for.

	SURF Expenses (prior to June 30)	SURF Expenses (after July 1)	Total expenditures of SURF Project
A. Student Stipend (taxable amount)			
B. Faculty Stipend (taxable amount)			
C. Student Travel			
D. Faculty Travel			
E. Supplies & Materials			
F. Other			

	SURF Expenses (prior to June 30)	SURF Expenses (after July 1)	Total expenditures of SURF Project
G. Total Costs			

Did you spend the total funds requested?

○ Yes

○ No

Copy of Travel Reimbursement Form, if applicable.