



SURF Information Sheet

Each year, the Arkansas Department of Higher Education offers The Student Undergraduate Research Fellowship (SURF) to provide up to \$4,000 in funds to undergraduates in any major or discipline to complete a variety of research or creative projects.

Eligibility Criteria:

- Must be a U.S. citizen or permanent resident alien
- Must be enrolled full-time and pursuing an associate's or bachelor's degree
- Completed 30 hours or more of college credit by January 1 of the project year
- Must have a minimum GPA of 3.25
- Must have a UCA tenure/tenure track or full-time faculty member serve as a mentor

Deadline to Apply: Completed applications must be submitted to Sponsored Programs in Torreyson West, Ste. 328 by the deadline listed on uca.edu/sponsoredprograms/home/SURF.

Application materials include the following:

1. SURF registration (link on SURF web page).
2. SURF Cover Page (signed by mentor and ORSP director)
3. SURF Mentor Form and mentor's vita (2 page maximum)
4. SURF Student Form and student's vita (2 page maximum)
5. Current official transcript from the Registrar's office (hard copy must be sealed)
6. Current class schedule printed out from myUCA
7. One-page summary of proposed research
8. Description of proposed research (maximum of 5 pages, doubled spaced)
9. Reference list (no page limit)
10. Budget and budget justification forms from ADHE SURF application package
11. UCA Budget Spreadsheet
12. Letter of support from mentor
13. Two letters of recommendation from faculty members

NOTE: If your research involves living human subjects or live vertebrate animals, please visit the Research Compliance Office website for information on how to proceed (see deadline on [Sponsored Programs website](http://uca.edu/researchcompliance)): uca.edu/researchcompliance.