

2018 Summer Scholars Science and Engineering Orientation

Wednesday April 18 – 4:00-5:00 Smith Hall 120

Thursday April 19 – 4:00-5:00 Kirkbride 204

Congratulations!!!!

- Introductions:
 - Iain Crawford – Faculty Director Office of Undergraduate Research and Experiential Learning
 - Lauren Barsky – Associate Director Undergraduate Research Program
 - Judi Smith – Program Coordinator
 - Mary Ann Null – Administrative Assistant
 - Victoria Sunnergren – Graduate Program Assistant

Packet Information

- Copy of your acceptance statement
- Letter of Intent
- Instructions for filling out UD On-Line Request for Taxpayer Identification for Summer Scholars
- UD Request for Taxpayer Identification Completion Record
- Information on Housing

Letter of Intent – what is this?

- An agreement between you and your faculty – it is very important before the summer starts that you are on the same page regarding deadlines and expectations.
- Due back to us – signed by you AND your faculty by **Friday May 4, 2018**

Instructions for Filling out UD On-Line Request for Taxpayer Identification for Summer Scholars

- Go to https://udapps.nss.udel.edu/w9_vendorReg/ to access this form
- This link works, please note there is an underscore _ between the w9 and vendor. Type the underscore in with this link and you will have no problem
- This is different than a payroll form – IF YOU ARE ON UD PAYROLL YOU STILL NEED TO FILL THIS OUT
- Follow these instructions EXPLICITLY – this sheet maps out EXACTLY how you should fill this out. If you lose this sheet, consult our website under Summer Scholars – we will put up a copy of these directions
- Once you hit SUBMIT, you will get a digit completion code. This code is important
- If you do not fill out the form correctly, you may not get paid on time

UD Request for Taxpayer Identification Completion Record

- AFTER you fill out the online request for taxpayer identification for summer scholars, record your digit confirmation number
- List your confirmation number on this form, sign this form and return it to our office by **May 4, 2018**
- **If you do not get this form back to us on time, your stipend payment may be delayed**

Information on Housing

- Housing is limited
- Sign up today only if you will need housing for the summer – SIGNING UP TODAY DOES NOT GUARANTEE YOU HOUSING
- We will follow up with your requests in early May regarding how to proceed with housing
- **If you do get accepted to housing, we withhold \$500 from your second stipend**
- Doing research in Lewes? Please specify if you want to be housed in Lewes.

Information on Housing

- Will be in Ray Street B – 1 bedroom, 2 person per room set up
- Suite Style – two rooms share a common bathroom
- The dorm has a shared kitchen
- The dorm is air conditioned
- You do not need to buy a meal plan. If you WANT a meal plan go to www.campusdish.com - they will have the information you need once it becomes available

Can I have a car on campus?

- You will need to get a parking permit through Parking and Transportation Services (<http://www.udel.edu/transportation/parking/permit-prices.html>)
- A Gray Pass bought in June costs - \$107
- A Red Pass bought in June costs - \$45

What else do I need to know? Registration

- All Scholars Register for UNIV 369-000 (Summer Session 1) and UNIV 369-900 (Summer Session 2)
- 0 credit Pass/Fail Option
- You will be doing work under your faculty mentor, but you register for this course under me (Lauren Barsky)
- \$25 fee per course – this course allows research to show up on your transcript, allows you access to the library
- This course does not allow you access to the fitness center. There is an additional fee for that
- When you go to register, a form will pop up prompting you to fill this out for a DLE requirement – **IGNORE THIS! UNIV 369 DOES NOT** count for a DLE

Other Scholar Information

- No other classes over the summer
- You must be present for all 10 weeks
- Any questions? Make an appointment to meet with me (lbarsky@udel.edu)

Continuing on With Research

- We encourage you to continue on with your research into next year
- You can do this by:
 - Independent Study
 - Volunteering
 - Senior Thesis

How do I get paid?

- Scholar Stipends are for \$4,000
- You get paid twice: The first payment will come in mid June (\$2,500)
- You receive your second stipend (\$1,500) in mid August
- \$500 gets withheld from your second stipend if you live in the dorms

Symposium

- Summer Symposium – August 9th all day. All Summer Scholars are required to present

Questions?

- Our Office is Located at 180 South College Avenue – The Office of Undergraduate Research and Experiential Learning.
- Office Hours are 9-5
- Email:
 - Lauren Barsky – lbarsky@udel.edu
 - Iain Crawford – icrawf@udel.edu
 - Mary Ann Null – mnull@udel.edu
 - Judi Smith – jkpsmith@udel.edu
 - Victoria Sunnergren – vsunner@udel.edu