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](http://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