The FSU College of Medicine encourages medical students at all levels to seek research opportunities that will enhance their scholarly experiences and develop and refine their scientific and clinical interests. The College of Medicine Summer Research Fellowship program awards $4,000 stipends to medical students participating in research with the assistance of a faculty mentor. The Fellowships provide students with opportunities, encouragement, and support in research endeavors.

**General Description**

Students who are awarded the College of Medicine Summer Research Fellowship agree to work under a FSU CoM faculty mentor to conduct full time research, submit a summary paper at the close of the summer research, and present a poster of their research at the CoM Summer Research Fellows poster session planned for October 2018. Students may join existing projects or create their own projects and find an appropriate faculty mentor. Faculty supporting research proposals commit themselves to assist the student with development of a high quality research project and proposal, mentor the student throughout their research project, and oversee the process of developing a poster presentation.

The number of Summer Research Fellowships is limited, and the selection process is based on the quality of the proposal submitted. Preference will be given for research conducted under the mentorship of FSU College of Medicine faculty. Exceptions for research conducted outside of FSU College of Medicine may be considered.

Only one student per one research project is considered for funding. It is unlikely that more than one student proposal per faculty member will be funded; if there is more than one student proposal from one researcher applying, a letter from the faculty member’s department chair must be included with the application package. Fellowship awards will be distributed among the different FSU CoM departments as much as possible.

**Required Training in Research**

For human subjects research, documentation of Collaborative Institutional Training Initiative (CITI) training for the protection of human subjects in research must be included with the CoM Summer Research Fellowship proposal. The CITI is available at no cost through the College of Medicine Division of Research. Online training takes 4 – 6 hours to complete.

For animal and wet lab research, animal, lab safety, hazardous waste, and BSL2 training may be required prior to the start of any research and is offered through FSU Office of Environmental Health and Safety. This training is time intensive and offered on specific schedules, so it is highly recommended to work with research faculty mentors regarding specific training required. Documentation of completed training is required before any animal or wet lab research is conducted, however it is not required at the time of submitting a CoM Summer Research Fellowship proposal.

**Submission Process**

Research proposals and all supporting documents must be submitted to the College of Medicine Division of Research by the published deadline. Complete proposals include:

- Proposal Submission Form signed by student and faculty research mentor
- Proposal document, maximum of 4 pages, not including references
- Faculty mentor curriculum vitae (CV)

For human subjects research, CITI completion document
Summer Research Fellowship Proposal Requirements

The Summer Research Fellowship Committee evaluates each proposal independently according to the following criteria.

Proposals must contain the following:

1. A basic literature review including references;
2. Clear statement of significance of the research question in the proposal (a) to the field, and (b) to the student (e.g., the impact of this experience on their personal development and professional career as a physician);
3. Clear and succinct summary description of the research methodology used in the proposed project. Additional detailed description of the methodology for existing projects can be quoted from other sources with appropriate attribution (e.g. grant proposals, IRB application, or published work).
4. Delineation of student’s role in the proposed project including their contributions to one or more of the following areas:
   a. conception and design of project;
   b. protocol development, acquisition of data, protocol submission to institutional review boards (e.g. FSU CoM and FSU IRB for human subjects research), site negotiation, data collection and management;
   c. analysis and interpretation of data;
5. A baseline timeline for the proposed activity relative to the overall research project timeline;
6. For proposed research involving human subjects, documentation of completed CITI Training (student and faculty mentor);
7. Copy of the faculty mentor’s curriculum vita;
8. Complete Proposal Submission Form signed by student and mentor.

Criteria for Successful proposals
Proposals must be written by the student and not by the faculty mentor or research support staff/personnel. Any suspected plagiarisms or copying without proper citations will disqualify a proposal and result in referral for violation of professionalism standards. Proposals must be limited to 4 pages, not including references.

Funding Conditions
If awarded, summer research fellowship funding may be withheld from projects that do not demonstrate substantial progress towards RAC, IRB or other institutional oversight approval by May 1st. The Division of Research and Fellowship Committee will evaluate if delayed approval by an IRB or other approving authority will interfere with the timely start of the project.
Summer Research Fellowship Proposal Submission Form

2018 College of Medicine Summer Research Fellowship proposals and supporting documents are due by 5:00pm on Monday, February 26th, 2018. Submissions must be emailed to research@med.fsu.edu or dropped off in the Office of Research Administration (Med-RA).

Section I: Type of Research
Check the appropriate statement that applies to your research with human subjects or in a biomedical sciences lab setting:

My research proposal involves working with human subjects, and I affirm that prior to starting my research,
□ I have completed the required CITI training in the protection of human subjects required by the FSU College of Medicine (per requirement #6);
□ I will or have already submitted this project proposal with my faculty mentor to the FSU CoM Research Advisory Committee (RAC)*;
□ I will or have already submitted this project for approval by the appropriate Institutional Review Board(s) (e.g. FSU IRB, Tallahassee Memorial Hospital, etc.)*.

* Documentation of fulfilling these requirements is required if funding is awarded.

My research involves working in a biomedical sciences lab, and
□ I affirm that I have or will have completed the necessary lab safety training before starting my research.

Section II: Attestation Statements

For student:
By signing this form, I attest and affirm the following to be true:
• The Summer Research Fellowship application and proposal has been developed, written, and submitted by me.
• The signing faculty member has agreed to mentor me in conducting the proposed Summer Research Fellowship project should it be funded by the FSU College of Medicine.
• I am not remediating or repeating coursework required toward completion of the medical degree.
• I am available for full time commitment to research equivalent of 10 weeks of full-time work (or 400 hours).
• Should my proposal be selected for funding, I will not commit to substantial activity outside of research including FSU CoM Teaching Assistantship, Summer Institute Mentor position, or other endeavors which may impact my full time commitment to research.

For Faculty Mentor
By signing this form, I attest and affirm the following to be true:
• This Summer Research Fellowship proposal has been drafted and written by the student and is not the product of other’s written work.
• Should the proposal be funded, I agree to mentor the student in the proposed project throughout equivalent of 10 weeks of full-time work (or 400 hours) and oversee the creation of the required poster.

Student Name: ______________________________________________________________________
Student Signature:______________________________________ Date (x/xx/xx): _________________

Faculty Mentor Name: __________________________________________________________________
Faculty Mentor Signature:__________________________________ Date (x/xx/xx): _________________