

**University of Pennsylvania
Department of Chemistry
Independent Study**

Project Proposal Form

..... Semester

(Fall or Spring) (Year)

Student Name: _____ e-mail: _____

Research Group P.I. _____ e-mail: _____

Laboratory Supervisor _____ e-mail: _____

School/Primary Department _____

Lab Location _____

CHEM _____ 1st semester 2nd semester 3rd semester 4th semester
(299 or 399)

Research Title (75-character max.):

Project Proposal:

Lab Schedule (Please list and indicate times you plan to be at the laboratory):

Research P.I. Signature

Jeffrey D. Winkler, Merriam Professor
of Chemistry and Undergraduate Chair

Please be sure to attach the signed Participation Form to this Proposal Form

University of Pennsylvania
Department of Chemistry
Chemistry 299/399

Procedure to Register for Chemistry Independent Study

1. Find a sponsor. Anyone with a University faculty appointment conducting chemical research is eligible. If you are not sure, check with the Undergraduate Chemistry office.
2. Use the attached form as a cover sheet.
 - a.) Write a paragraph proposing what you plan to do during the semester. Include the laboratory's research goals and how your project will help to attain these goals. Note: the research title you select will appear on your transcript.
 - b.) Provide a schedule of the days/times that you plan to be in lab. This should total at least 10 hours per week. If you are being paid for part-time work in the same laboratory, your first 10 hours of work each week are not to be compensated.
3. Have the faculty sponsor read and sign the proposal. When the project is accepted, you will be enrolled in the course.
4. You are responsible for completing items 1-3 before the first day of classes in the semester for which you want credit.
5. In the last few weeks of the semester, pick up an evaluation form from the Chemistry Undergrad Coordinator, Room B12.
6. Reporting: Students enrolled in Chemistry 299 will submit a 3-page report at the end of the term. Students can take Chem 299 up to 4 times, but only in Freshman-Sophomore years. Students enrolled in Chemistry 399 (Juniors- and Seniors-only, 2 semesters required for Honors) will submit a 5-page report after the first semester and a 10-page report that is formatted in *JACS* article format with introduction, concise description of key results and discussion, after the second semester. Students may enroll for a third and fourth semester of Chem 399, and as incentive, will only need to submit 3-page end-of-semester reports that highlight new experiments and data. ***The report and evaluation form must be signed by the Principal Investigator and sent in a sealed envelope to the Chemistry Undergraduate Coordinator before 5:00 p.m. on the first Friday of final exam week.***
7. Grade assignments will be made by the Chemistry Undergraduate Chair, and research group PI. You may contact the Undergraduate Coordinator at 215-898-8311 with questions.

**University of Pennsylvania
Department of Chemistry
Chemistry 299/399**

Research Participation Form

Student Name: _____ e-mail: _____

Research Group P.I. _____ e-mail: _____

Laboratory Supervisor _____ e-mail: _____

School/Primary Department _____

Lab Location/Room No.(s): _____

Fall ____ Spring ____ Summer ____ Year _____ Course _____

Working in a faculty-led research group requires academic integrity and candor that goes beyond the expectations associated with standard classroom coursework. High research standards, budgetary constraints, and safety concerns mean that significant mistakes in the laboratory must be disclosed immediately to coworkers and sometimes to the PI.

You are expected to participate in all safety, ethics and academic integrity information and training meetings required of graduate students as instructed by your lab PI.

You are also required to answer the following questions:

Have you ever been placed on probation, dismissed or suspended from any college or university for reasons pertaining to academic integrity?

Yes _____ No _____

Have you ever been placed on probation, dismissed or suspended from any college or university (including other professional schools) for scholastic or other reasons?

Yes _____ No _____

If the answer is yes to either question, make an appointment to see the Undergraduate Chair of Chemistry. Your research participation in a faculty research group may be limited or denied.

.....

I give permission to the Deans at Penn to inform the Chair of the Chemistry Program of any and all Office of Student Conduct actions involving me. (Answer and initial the two questions above, please.)

Signed _____ Date _____