

COMM 199RA – Independent Research Assistant – Proposal Form

Comm 199RA provides an opportunity for advanced students in the major to work closely with a professor on a research project. Interested students should review the following requirements and procedures before enrolling in the course. ***Do not start the project without full approval and an add-code so you can register for the course!!!***

Requirements: Open to upper-division students of proven scholastic ability by consent of a sponsoring professor and the Department Chair. Students must:

- 1) Have upper-division standing (90 completed units).
- 2) Have at least an average 3.0 GPA for the preceding two quarters at UCSB.
- 3) Have completed at least two upper-division courses in Communication.
- 4) Have obtained permission of a professor to sponsor your work.
- 5) Complete a proposal and obtain approval prior to enrolling in the course.
- 6) Students may not have more than 12 units of 194, 199, and 199RA combined.
- 7) Submit a final report or other written work, as determined by the sponsoring professor (see 2nd page of this form for suggestions, if necessary). The written work/report must be submitted to the sponsoring professor before a grade will be assigned for the course.

Enrollment procedure:

- 1) Stop by the Communication Undergraduate Advising Office, SSMS #4007 or #4009, to get **verification of academic eligibility** (see below). Please do this prior to committing yourself as a research assistant.
- 2) Fill out the statement/proposal (on the 2nd page of this form). Once completed & approved, the proposal will serve as a mini-syllabus or contract; therefore it should be completed with the professor with whom you will be working. Make a copy of the proposal for yourself, so that you can refer back to it throughout the quarter. Proposals should explain exactly what you will be doing, and how it applies to your major in Communication. *Proposals should clearly denote the academic and research components of the project.*
- 3) Obtain a signature from your sponsoring professor.
- 4) Return the completed proposal to the Communication Undergraduate Advising Office. The Department Chair will review all proposals. **Proposals are due by the second Wednesday of the quarter.** Once your proposal is approved, an add code will be emailed to you, so that you can officially enroll.

Student Name: _____ Sponsoring Professor: _____ Instructor Code: _____

Perm#: _____ Phone#: _____

Quarter/Year: _____ # of units for this 199RA (1 – 5): _____

Email: _____ @uemail.ucsb.edu

VERIFICATION OF ELIGIBILITY (to be completed only by a Comm. Dept. undergraduate advisor):

Last 2 quarters average GPA (min. 3.0): _____

Accumulated units (90+) (Transferred & Completed): _____

Student has completed at least two upper division Comm Courses: Yes No

This 199RA will not result in more than 12 units of 194, 199, & 199RA combined: Yes No

ELIGIBLE / NOT ELIGIBLE (circle one)

Undergraduate Advisor Signature: _____ **Date:** _____

Reminder:

Once your eligibility has been verified, complete the proposal on the back of this form, obtain your sponsor's signature, then bring the form (or have your sponsor bring it) to the Comm. Dept. Advising Office for final approval.

Proposals are due by the second Wednesday of the quarter.

PROPOSAL

(attach additional page, if necessary):

Student Signature _____ **Date** _____

PROPOSAL APPROVAL (COMM DEPT USE ONLY)

Professor Signature _____ **Date** _____

Chair Signature _____ **Date** _____

APPROVED / DENIED (circle one)

Add code # _____ **Date issued** _____ **e-mailed** _____

199RA WRITTEN ASSIGNMENT(S):

Consult with your sponsoring professor to discuss instructions for any written assignments that he/she expects you to complete. If your sponsoring professor has no other written work planned for you, the following are some suggested questions he/she may ask you to address in a written report at the end of the quarter.

- 1) What are the goals of the research project on which you have worked? How do these goals refine, extend, or apply existing theory or knowledge in the area?
- 2) What key findings might be expected from this research? What is the value of the knowledge? How can or will it be applied/used?
- 3) What is the project's approach to defining and measuring key variables of interest? How have decisions in these areas influenced the outcomes of the study? Are there alternative definitions and measures that might have been used? How would the findings of the study likely differ if these strategies had been employed?
- 4) Identify and discuss other important strengths, weaknesses, or limitations associated with the research design for the project.
- 5) After this study is completed, what further research should follow?