**The UCF Research and Mentoring Program (RAMP)** is designed to provide undergraduate students, who may be interested in pursuing graduate education, with research experience while working closely with a faculty mentor. In addition, the students participate in a variety of workshops designed to increase their awareness and knowledge of graduate school education. The aim of this program is to encourage more students from those populations who are traditionally underrepresented in graduate education to attend graduate school.
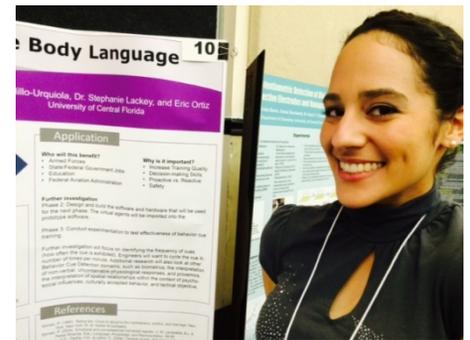
*This guide will provide you with important information regarding eligibility criteria and the application process. If you have any other questions or concerns, please contact the AAP office at aap@ucf.edu or 407-823-1815*

*Applications can be accessed at www.aap.ucf.edu*

## Eligibility Criteria

Before you begin with the application process, please ensure that you meet *all* **the eligibility criteria.**

Desire to attain a graduate or professional degree

Identification of faculty mentor by student applicant

Availability of faculty mentor to work with student applicant

A U.S. Citizen or permanent resident

Have a minimum cumulative GPA of 3.0

Enrolled full-time as an undergraduate student at UCF

Have a minimum of 60 credit hours

Have at least four semesters left before graduation (excluding summers)

## Application

**There is no 'save' button**—We encourage you to look through the application, find out the information you do not know, and complete all of your essays on a word document before starting the application. You can copy/paste your essays onto the application text boxes. Please note: while you can add information about previous research, *no prior research experience is required.*

*Part I of the application will require you to:*

- Fill out academic, financial, and demographic information.
- Upload a resume or CV (we encourage you to have this critiqued by career services: www.career.ucf.edu/resumes).
- Know your parents highest educational attainment level.
- Know whether you were awarded a Pell Grant or Work-Study in your most recent financial aid award letter.
- Know the top three graduate programs you plan to apply to.

**There is no 'save' feature in the application**. We encourage you to look through the application, find out the information you do not know, and complete all of your essays on a word document before starting the application. You can copy/paste your essays onto the application text boxes.

*Part II of the application will require <u>you </u>to:*

✓ **Provide Faculty Mentor Information:**
   - In order to complete the RAMP application you must have identified and selected a faculty member to work with for the 2018-2020 academic years (Fall/Spring only).
   - The faculty mentor you identify will receive a faculty endorsement form once you submit your portion of the Part II application.
   - You will need your faculty's phone number, department, office location, and e-mail address. Please ensure you input the correct e-mail address, otherwise your mentor will not receive the form.
   - It is the student's responsibility to secure a faculty mentor who is willing to work with them. Please make sure that you and your potential mentor meet and discuss your potential project.

✓ **Provide Research Project Information:**
   *You will be asked to provide the following:*
   - Research Project Title.
   - Provide a description of the research project you will participate in during the school year (250 word abstract of proposed project).
   - Provide a description of your role in this research project and what is expected from you.
   - How many hours you foresee working on this project.

        *Note:* please make sure you have met with your potential faculty mentor and discussed your project and tasks. The faculty endorsement form they complete will include your project title and abstract.

✓ **Complete a Personal Statement:**
   *You will be asked to:*
   - Describe your academic and career goals.
   - Explain why you are interested in obtaining a graduate/professional degree.
   - Describe why you are interested in your chosen area of study.
   - Explain how participating in RAMP can help you reach your goals

**The application will require <u>your faculty mentor to</u> complete a faculty endorsement form by the application deadline. Your mentor will be asked to:**

   - Describe the student's role in the research project.
   - Provide the number of hours they foresee the student working on the project.
   - Give a description of the student evaluation or assessment criteria that will be utilized by the faculty mentor
   - Provide a description of what they envision as a culminating end-product involving the students (such as a conference presentation or a paper publication) for this project.
   - List areas in which they believe the student needs to develop in order to ensure his/her successful admission and ability to excel in graduate study and research.

   *Note: Faculty of students selected for the program will receive $200 per semester; which is transferred to their department for their use. Faculty must provide an E&G account number for their department and the name and e-mail address of their budget manager. Faculty members may only mentor one student per RAMP cohort year.*