

STUDENT RESEARCH & SCHOLARSHIP

The following information includes grant-related opportunities for undergraduate student research and study at Valparaiso University. For a comprehensive list of financial aid, including scholarships for students, please contact the Office of Financial Aid at (219) 464- 5015.

Undergraduate Research, Faculty Development, and Faculty/Student Expense Grants

These awards are sponsored by the Valparaiso University Guild. The motivation for these awards is to enhance and facilitate more undergraduate research at Valparaiso University. Annually, \$10,000 will be available in support of undergraduate research: \$5,000 for faculty development and support; \$5,000 for student expenses.

Faculty Development: the funds will support five awards each year with a hard cap of \$1,000 each. If awarded, faculty can use these funds:

1. to develop new courses that incorporate undergraduate research,
2. to enact curricular revisions that enhance undergraduate research on campus,
3. to initiate innovative plans to stimulate undergraduate research across programs or departments, and/or,
4. to cover expenses and modest stipends associated with such courses and projects.

Student Expenses: The funds will support up to about ten awards with a soft cap of \$500 each. If awarded, students could use these funds for equipment purchases, supplies, photocopying, or other research needs or travel, meals, or lodging to present their findings at conferences.

Deadlines for fall and spring are November 15 and March 15. Details about the proposal format and application cover sheet are available on the [Creative Work and Research Committee](#) website.

Eligibility: All faculty on continuing appointments, and part-time faculty who have taught at VU for three years, and have reasonable expectations of teaching at VU in the following academic year (approval signature is required for part-time faculty) are eligible. Anyone with Lecturer status must provide documentation of continuing employment at VU.

All full-time undergraduate students are eligible. Students need to indicate their intended graduation date on the application cover sheet. If a student receives a grant for summer research and he/she plans to graduate in May, the student must be registered for summer courses.

[Undergraduate Research Proposal Format](#)

[Undergraduate Research Grant application cover sheet](#)

Office of Sponsored and Undergraduate Research - Valparaiso University
Undergraduate Summer Research Housing Grants

Students engaged in summer research are eligible to receive free housing in the residence halls subject to the following stipulations:

1. Each student must be a registered undergraduate at Valparaiso University.
2. Each student must be engaged in full time research (at least 30 hours per week) while receiving the housing grant, up to a maximum of ten (10) weeks.
3. Each student researcher must have a faculty mentor.
4. Each student must be engaged in real research, as opposed to simply assisting with a faculty research project. For example, a student employed by a faculty member to work solely as a laboratory technician, or to find journal articles in the library or to proofread a manuscript would not be eligible for a Summer Research Housing Grant. The key criterion in defining 'real' research is that the student be engaged in, and contribute to, the intellectual development of the research or creative project. Two (2) manifestations of such engagement are: 1) that the student write a comprehensive research report, and 2) that the student be included as a co-author of any scholarly publications that result from the research.

Students wishing to be considered for a Summer Research Housing Grant should arrange for their faculty mentor to submit a letter of request to the Office of the Provost by April 15. This letter should include the following information:

1. the student's name;
2. a short description of the student's planned activities (in light of item 4 above);
3. beginning and ending dates for the research/housing;
4. the source of funding from which the student will be paid.

The Committee on Creative Work and Research will review the letters of request and select students to receive Summer Housing Grants before May 1. The Office of the Provost will inform the Housing Office and the Vice President for Administration and Finance of the students' names and their dates of stay in the residence halls. These awards are subject to the following additional conditions:

1. Students enrolled in summer school must have the approval of the Financial Aid Office in order to be eligible for this housing award.
2. Students receiving this award must abide by all the rules and regulations of the residence hall system.
3. Grants will be for up to ten (10) weeks. When not on campus for one (1) week or more, students must vacate their rooms.
4. Rooms will be double rooms with roommates assigned by the Housing Office.
5. The Internal Revenue Service considers a housing grant to be a form of compensation. As a result, the University must report the value of the room rental on the student's W-2 form.