

PSY 1903 Directed Research Learning Agreement

Students must complete this form with their faculty supervisor before gaining the permission number to register for PSY 1903 credit.

Please read the following directions on how to process this form:

1. Complete this Learning Agreement in collaboration with your faculty supervisor and obtain his or her signature (not lab manager).
2. Make two copies of the completed, signed agreement (one for student's records, one for faculty member, and original for Advising Office).
3. Bring this completed paperwork to Psychology Advising Office in 3113 Sennott Square during walk-in hours (Monday - Thursday 10:00 – 1:00 and Friday 9:00 – 12:00) to obtain a permission number.
4. Enroll in PSY 1903 through your Student Center via the my.pitt.edu portal. You must register for this course in order to receive credit.

Student Information

Student name: _____ PeopleSoft number: _____ PITT Email: _____

Faculty/Research Lab Information

Faculty Supervisor: _____ Email: _____

Research project: _____

Additional Supervisors (if applicable):

If a graduate student or post-doc will also be involved in student supervision, please complete this section.

Additional supervisor name: _____ Email: _____

Student Responsibilities (the criteria, in part, upon which the student will be evaluated):

Please check all tasks that the student will be performing during his/her PSY 1903 experience:

General

- Conduct background research
- Literature review
- Required readings
- Assist in study design

Lab meetings

- Attend
- Present
- Other (please specify): _____

Data collection

- Recruit/contact study participants
- Observe, participate, or assist

Data analysis

- Data entry
- Transcribe
- Code
- Analyze

Intended academic component to be completed by the student:

Please choose **one** of the following writing, poster, or presentation options. All documents must be uploaded to CourseWeb by the due date at the end of the term.

1. Writing assignment

- Research paper
- Contribution to conference presentation
- Contribution to manuscript

2. Poster presentation

- Psychology Department Student Research Poster Session (held annually in April of spring term)
- University Honors College or LRDC Poster session
- Professional conference

3. Presentation

- Lab meeting
- Contribution to conference presentation or proposal

Supervision:

Describe what supervision involves (e.g. individual meeting, lab meetings, training etc.):

Type: _____

Frequency:

- weekly
- bi-weekly
- monthly
- other: _____

IRB and clearance section:

Please note: Undergraduate Student Researchers need to complete the IRB Undergraduate Student Researcher modules through CITI (www.citi.pitt.edu) AND any applicable clearances prior to the start of participation in the lab/research project.

IRB Student Research modules:

- Completed
- Pending

Clearances (if applicable):

- Obtained
- Pending (if necessary, student must obtain these prior to the start of participation in lab/research project)

Credit information:

Term (i.e., Fall 2013): _____

Number of Credits (1-3): _____ (1 credit=55 hours/2 credits=85 hours/3 credits=120 hours)

Have you registered with this faculty supervisor before? _____NO _____ YES If yes, which term? _____

*A student may register for a maximum of 3 credits in any one term. A maximum of 9 credits may be earned on any one project

Pre-requisite waiver (if applicable):

By signing this learning agreement, the student verifies the department requirements for PSY 1903 (minimum overall GPA of 3.0, 12 completed credits of psychology (including current term), and completion of STAT 0200, 1000 or 1100 and PSY 0035 Research Methods) have been met. If the requirements have NOT been met, the faculty supervisor may waive requirement(s) by initialing below:

*The student has **not** met the following prerequisite(s) (**check and have faculty initial all that apply**):

- _____ Overall GPA
- _____ STAT 0200, 1000 or 1100
- _____ Completed 12 credits of psychology
- _____ PSY 0035 Research Methods in Psychology (including current term)

Student and Faculty Research Supervisor signatures:

Student: (Please initial each item and sign below.) My signature indicates that I agree to:

- _____ Complete the IRB Undergraduate Student Researcher modules and have obtained or will obtain the necessary clearances (if applicable) prior to the start of my participation in this lab,
- _____ Fulfill the research hours and duties listed above,
- _____ Submit a mid-term and end-of-term evaluation to Courseweb by the published semester deadlines and
- _____ Complete an academic component agreed upon with the faculty supervisor.

Student Signature

Faculty Research Supervisor: By signing below, I agree to **1)** ensure students complete the IRB Undergraduate Student Researcher modules and have obtained or will obtain the necessary clearances (if applicable) prior to the start of participation in my lab, **2)** provide direction/feedback to this student over the course of term, **3)** monitor the student's hours **4)** provide guidance to the student regarding completion of the academic component, and **5)** evaluate the student's academic component and submit a grade recommendation to the Psychology Advising Office by the requested end-of-semester deadline.

Faculty Supervisor Signature (Must be signed by the faculty supervisor responsible for the lab)

Registration Authorization (Advising Office use only):

Psychology Advisor Signature

Date

Class Number

Permission Number