

## *Queens College Department of Psychology*

### **Psychology 391- Research**

Each student conducts an empirical research study or a series of guided readings under the supervision of a full-time faculty member sponsor.

**PREREQUISITE:** Permission of the department. Open only to psychology students of exceptional promise and ability. Hours to be arranged: 1-3 credits each semester. A maximum of 9 credits for any combination of the following courses: PSYCH 325, 326, 327, 372, 391, and 392 can be applied toward the major requirement.

This department regards the option of research with a faculty member as a very important learning experience in undergraduate education. The following steps must be taken in order to register for Psych 391:

1. The student will contact a full-time Psychology Department faculty member to request sponsorship and discuss the topic and duties of the position. If the research tutorial is interdisciplinary, then at least two members of a 3-person committee must be a member of the Department of Psychology in order to obtain credit towards the major in Psychology.
2. A 2-page proposal will outline the goals of the research and the duties of the student. The proposal must also specify a schedule of meetings with the mentor, and the objectives of these meetings. Finally the proposal should specify the basis on which the student's grades will be assigned (e.g. performance of specific duties, papers). Proposal should include a works cited list.
3. This proposal must be approved by the faculty sponsor and submitted to the Chair for review and approval. The proposal is then filed in the Psychology office and the student is registered for the course. It is the student's responsibility to go to the Bursar to pay for this course.
4. Note that the proposal **must** be submitted at least four weeks **before** the start date of the respective semester.

#### **Expectations for Research or Guided Reading Tutorials**

1. The student is expected to perform a minimum of 3 (1 credit), 6 (2 credits), or 9 (3 credits) hours of research per week during each semester.
2. At the completion of the research tutorial, the student must submit a scholarly product to be determined by the faculty mentor. This project must be approved by the faculty mentor before a grade is entered. These reports will be available to future students for reference.
3. If the proposal involves human objects, human tissue, or animal subjects it is the responsibility of the faculty member to obtain IRB or IACUC approval and place the protocol number and the effective dates on the form. No research can be conducted without such prior approval.

**Psychology 391: Research**

Name of Student \_\_\_\_\_ CUNYFirst Student ID# \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_\_

Total number of credits completed: \_\_\_\_\_ Overall G.P.A.: \_\_\_\_\_ Psychology G.P.A.: \_\_\_\_\_

Check all Psychology Courses completed: 101      107      213W\_      311-321\_

List all other Psychology courses completed: \_\_\_\_\_

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Expected date of graduation: \_\_\_\_\_

Semester of 391 Registration: \_\_\_\_\_ Number of Credits (1,2 or 3cr): \_\_\_\_\_

Faculty Sponsor who has agreed to supervise student: \_\_\_\_\_

Have you previously taken Psych 391, and if so, for how many credits and who was your supervisor? \_\_\_\_\_

Student will be doing: Research      Guided Reading

If approved, the Psychology Department will register you. Student must indicate if this registration is an **ADDITION** to their current schedule or a **SWAP**. If swapping a class, please provide course information (4 digit course code) of the class being replaced: \_\_\_\_\_

STUDENT MUST ATTACH DESCRIPTION OF PROPOSED WORK, SCHOLARLY PRODUCT, AND RELATED REFERENCES, FOLLOWING GUIDELINES STATED.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Below information and signature must be filled out by the faculty sponsor:

Human subjects or tissue: YES or NO      If yes, IRB# and **date** \_\_\_\_\_ Animal

subjects: YES or NO      If yes, IACUC# and date \_\_\_\_\_ Approval

of Faculty **Sponsor**: \_\_\_\_\_ Date: \_\_\_\_\_

Approval of Chair: \_\_\_\_\_ Date: \_\_\_\_\_

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*For office use only:* Overall G.P.A. verified: \_\_\_\_\_ Course Code Created: \_\_\_\_\_

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