

# MONTANA TECH UNDERGRADUATE RESEARCH PROGRAM

## Proposal Cover Sheet: 2024-2025 URP/PHI Projects

LAST NAME:	FIRST NAME:	MI:	STUDENT ID:
CLASS LEVEL: FR    SO    JR    SR	MAJOR:	EXPECTED GRADUATION DATE:	
CURRENT PHONE:	EMAIL:		
CURRENT ADDRESS:	PERMANENT ADDRESS (if different):		
CITY, STATE, ZIP:	CITY, STATE, ZIP:		

PROPOSAL TYPE:                      Research	Public Health Internship	
PROJECT TYPE: Individual Team - List Team Member's Name:	RESEARCH/INTERNSHIP MENTOR:	
Submit one proposal per team, but each team member must complete a separate cover sheet.	MENTOR DEPARTMENT/AFFILIATION:	
PROPOSAL TITLE:		
Is your project getting funding from any other source? NO ___ *YES ___ *If yes, please provide funding source details in the budget part of proposal*		
BUDGET REQUEST (for supplies & expenses – not to exceed \$300): No      Yes      If yes, list Budget Amount: \$ _____ Include a budget breakdown in the proposal		
COLLABORATING BUSINESS/ENTITY (If Applicable): Letter of support must be included in the proposal		
My URP/Internship will start:  Fall 2024      Spring 2025	PROPOSAL WORD COUNT:	Anticipated # of URP Credits/semester (≈50hrs/credit) Spring Semester:    Fall Semester:

STUDENT SIGNATURE: \_\_\_\_\_

**Mentors**, please respond to the two questions below by initialing the appropriate blank:

1. IRB approval is required (human subjects or surveys). Yes \_\_\_\_\_ No \_\_\_\_\_ Unsure \_\_\_\_\_

2. Safety training is not required \_\_\_\_\_ Safety training by Environmental Health & Safety requested \_\_\_\_\_  
Safety training will be provided by the mentor and documented \_\_\_\_\_

**NOTE:** Page 2 of Appendix C Safety Requirements must be submitted prior to initiation of the project, regardless of which option is selected.

RESEARCH MENTOR SIGNATURE \_\_\_\_\_

In signing, the Research Supervisor/Mentor agrees to monitor the student's research activities and assure that the relevant department has the facilities necessary to support the student's research. See **Appendix I - Mentor Guidelines**.

**Students and mentors must read, initial and submit the second page of this cover sheet acknowledging that they have read and agreed to the University's anti-plagiarism policy. Proposals will not be reviewed until this second page is submitted and initialed by the student AND mentor.**

For Committee Use Only: IRB Needed (Y/N) _____ What Type _____ Safety Training Required (Y/N) _____ Type of Training _____
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### Montana Tech Cheating/Plagiarism Policy:

#### **308 ACADEMIC DISHONESTY**

(Changes approved at December 10, 2009, Faculty Meeting)

The following will be considered acts of academic dishonesty or cheating:

#### **308.1 PLAGIARISM**

A student will be considered guilty of academic dishonesty if he/she submits a term paper, essay, speech, laboratory report, or other assignment in which all or part of the words or ideas are copied from the published or unpublished work of another individual without giving the original author proper credit for the words or ideas.

#### **308.2 COPYING FROM THE PAPER OF ANOTHER STUDENTS WHILE TAKING AN EXAM**

A student will be considered guilty of academic dishonesty if he/she deliberately looks at and copies from another individual's examination paper during an examination.

#### **308.3 USING UNLAWFUL AIDS TO PASS AN EXAMINATION**

A student will be considered guilty of academic dishonesty if he/she brings to class and uses crib notes, electronic devices (e.g. cellphones) books, or any other material to assist him/her in passing the examination unless the instructor of the class has specifically given permission to use such materials.

#### **308.4 AIDING ANOTHER STUDENT**

A student will be considered guilty of academic dishonesty if he/she willfully assists another student in any act of academic dishonesty. Such a person is as equally guilty as the person plagiarizing or copying.

#### **308.5 UNAUTHORIZED SIGNATURES**

The use of a person's signature without permission is a serious matter and the consequences can be severe. Possible consequences include:

- a. Being dropped from the course by the instructor, department head, dean of the college, or the University.
- b. Loss of tuition paid for the course.
- c. University disciplinary action such as probation, suspension, expulsion, and correction of all course grades.
- d. Loss of priority for the course or courses during registration.

#### **308.6 ACTIONS TO BE TAKEN WHEN CHEATING IS DISCOVERED**

1. Instructors are responsible for taking reasonable precautions to prevent and discourage cheating in their classes and must report all cases to the Office of the Vice Chancellor for Academic Affairs.
1. If it is determined that a student is deliberately cheating on an examination or a written or oral assignment, he or she should receive a grade of — "F" on that examination or assignment as a minimum penalty. The instructor may drop the student from the course with an — "F" grade.
2. In reported cases of repeated cheating, the Academic Standards Committee may consider applying additional penalties beyond those imposed by the individual instructors, up to and including expulsion.

**ANTI-PLAGIARISM STATEMENT:** We have reviewed the Montana Tech Plagiarism Policy and our initials indicate that this proposal is the student's original work and properly cites the work of others. In accordance with the Montana Tech policy, we acknowledge that plagiarism in the proposal will result in rejection of the proposal and a report being filed with the Vice-Chancellor of Academic Affairs.

\_\_\_\_\_ (Student)

\_\_\_\_\_ (Mentor)