The Student Research Program (SRP) assists undergraduates in obtaining research skills, defining their academic interests and objectives, and becoming part of the larger university research community.

**STUDENT RESEARCH PROGRAM (SRP 99)**

**ENROLLMENT DEADLINE:** Each quarter at 4:30 p.m. on Friday of week 2

SRP 99 is designed as an entry-level experience, particularly suited to lower-division and first-quarter transfer students, and allows undergraduates early in their academic careers to participate in research or engage in scholarly efforts under the direction of a faculty mentor.

**STEPS:** To sign up for an SRP 99,

1) Ensure you are eligible (see below under “Eligibility’)
2) Ask a member of the faculty to work with you and become your mentor (see below under ‘Faculty Mentors’)
3) Enroll in the SRP 99 contract course (see below under ‘Enrollment’)

**OBTAIN UNITS:** Students receive one unit of credit for 3-5 hours of work per week or two units for 6-10 hours of work per week in each 10-week session. For summer sessions of 6 weeks, one unit of credit is obtained for every 5-8 hours of work per week and two units for 10-16 hours of work per week. Students in the College may take up to 10 units of SRP credit during their undergraduate careers. Only 6 of those units will count towards graduation. Once a student has completed 6 units of SRP he/she may enroll in an additional 4 units without credit applied toward the degree.

**ELIGIBILITY:**

- Good academic standing.
- Enrolled in at least 12 units with full-time status before enrolling in SRP units. For summer sessions, the 12 unit minimum does not apply.
- If enrolled in over 18 units (including SRP), submit a petition to your counseling unit for permission to go over your unit max. This petition must be approved before your contract is submitted.

**FACULTY MENTORS:** Approach a potential faculty mentor in person, by phone or via e-mail. Department student advisors can assist with finding a suitable mentor. When enrolling, if your faculty mentor is not listed in the system under the department where they hold their faculty appointment, the mentor will need to submit a completed Faculty Participation Form to the Undergraduate Research Center–Humanities, Arts, and Social Sciences (URC-HASS) before the SRP deadline (leaving enough time for you to complete the contract before the deadline). This form can be found at the URC-HASS website: [http://hass.ugresearch.ucla.edu/srpcontract.htm](http://hass.ugresearch.ucla.edu/srpcontract.htm)

Who is eligible to serve as an SRP (Course 99) mentor? Faculty who hold teaching positions at UCLA (including in the professional schools). Graduate students and post-docs can help supervise SRP projects, but a faculty mentor is still needed.

**ENROLLMENT:** A student enrolls in SRP (Course 99) by submitting his/her signed SRP contract (available at MyUCLA under “Contract Courses”) to URC-HASS by 4:30 p.m. on the Friday of week 2 of the quarter.

Each student can only submit one SRP contract per quarter. Note: For Summer Sessions, students may only enroll in SRP units for one summer session (i.e. 6-week Session A, 10-week Session A, OR 6-week Session C). Submission deadlines are 4:30 p.m. on the Friday of week 2 of the appropriate summer session.

**GRADING:** SRP 99 is a P/NP course. During the last week of the quarter after final exams, the faculty mentor certifies that the contract has been completed and submits a grade.

**WORKSHOPS:** Workshops about the SRP application process are held throughout the year. Dates, times and locations of the workshops are available on the URC-HASS website as they are scheduled.

See our website for further information about the SRP 99 at [http://hass.ugresearch.ucla.edu/researchhass.htm](http://hass.ugresearch.ucla.edu/researchhass.htm)

For SRP Research Opportunities from Faculty, visit [http://hass.ugresearch.ucla.edu/researchopportunities.htm](http://hass.ugresearch.ucla.edu/researchopportunities.htm)