APPLICATION PACKET CHECK LIST

The applicant should complete and return:

1. In a single email to Lupita.Montoya@colorado.edu
   - Student Application form
   - Letter of Interest
   - Unofficial transcripts
   - Signed Statement of Understanding (electronic signature ok)
     A resume is optional.
   - The subject line must state: REU Environmental Sustainability

2. Two reference letters should be emailed from your reference writers directly to Lupita.Montoya@colorado.edu
   Use the forms included in this packet. At least one of the references should be a professor who knows you. Give your recommenders the Recommendation Forms early enough that they can submit them in a timely manner.
   You can electronically “sign” the form, and then your letter writer can add their reference information following the form.
   - The subject line must state: REU Environmental Sustainability

3. MAIL a hard copy of
   - Official transcripts

To:
Lupita Montoya
Environmental Sustainability REU Program
Dept. Civil, Environmental & Architectural Engineering
428 UCB
University of Colorado
Boulder, CO 80309-0428

Review of applicants will begin March 15, 2013, and continue until April 15 or all positions are filled.

For more information e-mail: Lupita.Montoya@colorado.edu

Related web sites:
REU program:  http://spot.colorado.edu/~bielefel/REU.html
1. Full legal name

__________________________________________________________________________

Last First MI

2. Social Security Number [or supply upon acceptance]: __________________________

3. Permanent Mailing Address:

Number and Street or P.O. Box

City State Zip Code

Area code-home telephone

4. Current Mailing Address, Telephone, e-mail address:

Number and Street or P.O. Box

City State Zip Code

Area code-home telephone

Area code-work telephone

e-mail address: ___________________________________________________________

5. Birth Date 6. Gender
Month_______ Day_______ Year_______ M/F_______

7. Ethnicity / Race

8. Current Undergraduate Institution

Institution Major Minor

Overall GPA Major GPA Total Credit Hours as of June 2013 Expected data of Graduation

9. Academic Interest: after receiving your bachelor's degree, are you interested in graduate school, medical school, law school, other professional school, full-time employment, or "not sure?" ____________________________________________________________

10. Current coursework: list the courses you are currently taking

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________
11. **Academic Awards/Recognition:** list any academic awards or scholarships you have received while in college

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

12. **Briefly describe any previous research activities** you have done as independent study, hourly work, or internships, including any resulting publications and/or presentations.

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

13. **Country of Citizenship:** ________________________________________

If not US citizen, alien status: _____________________ Registration # ___________________

14. Have you ever been convicted of a felony? No_____ Yes _____ (attach explanation)

15. I hereby certify that to the best of my knowledge the information furnished on this application is true and complete without evasion or misrepresentation. I understand that if found to be otherwise, it is sufficient cause for rejection of my application or dismissal from the REU program.

________________________________________

Applicant's Signature Date
University of Colorado Environmental Sustainability
REU Program Summer 2013
LETTER OF INTEREST
Please describe on a separate sheet (1-3 typed pages) your interest in the Environmental Sustainability REU Site at the University of Colorado Boulder. The purpose of this letter of interest is to let us know your personal goals related to the summer research program and your interests in environmental engineering and research in general. Include your post-graduation professional plans as they relate to the environmental engineering field. In addition address how the REU summer program would fit in with your previous experience from coursework, research/independent study, and/or jobs you have had. Finally, indicate specific research projects available for summer 2013 through this CU environmental sustainability REU site that you would be interested in working on; these are described on the program web site (http://spot.colorado.edu/~bielefel/REU.html).

Please make sure that your name is on all pages of your letter of interest.

TRANSCRIPTS
Please submit a student copy of your transcripts of all your college coursework by email to Lupita.Montoya@colorado.edu AND have official transcripts mailed directly to the REU Program:

Mail To:
Lupita Montoya, Director
Environmental Sustainability REU Program
Dept. Civil, Environmental & Architectural Engineering
428 UCB
University of Colorado
Boulder, CO 80309-0428
University of Colorado Environmental Sustainability REU Program  
Summer 2013  
STATEMENT OF UNDERSTANDING  
Applicants must read and sign this Statement of Understanding acknowledging acceptance of the requirements and provisions of the Summer 2013 Environmental Sustainability REU Program.

☐ I confirm that I will still be an undergraduate in summer 2013 and will not graduate with my bachelor’s degree prior to December 2013.

☐ The primary purpose of the Environmental Sustainability REU Program is to gain experience in advanced research approaches and techniques in engineering and in written and oral presentation of research outcomes.

☐ The REU Program centers around the REU student-faculty and REU student-graduate student mentor relationships by which each student is guided in conducting independent research.

☐ The REU student is expected to work independently in an unstructured environment which is typical of research.

☐ The REU student will complete a written project proposal at the beginning of the summer session, a written final report at the end of the summer, and make a final oral presentation of project results at a special symposium during the last week.

☐ The REU student will participate in all the academic components of the program including the first-week workshops in engineering research methods, reporting research results, communication skills, and responsible conduct of research, as well as seminars and group meetings during the rest of the summer session.

☐ The participant will devote full-time to the REU Program during the 10-week summer session (June 3 – August 9). He/she will not take part in other academic or work activity such as attending classes or holding a job. The student is expected to devote 40 hours per week to research and program activities.

☐ In general, housing and meals will be provided for the REU student in dormitories on campus. Exceptions can be made contingent on approval of the REU Program director, but students should not expect that funds from the University of Colorado Environmental Sustainability REU Program can be used to subsidize off-campus housing or meals.

☐ The Environmental Sustainability REU Program provides all summer interns with room and board in on-campus housing, assistance with travel to and from Boulder at the beginning and end of the summer (up to maximum $500), and a stipend of $500 per week ($5,000 for the summer).

☐ REU program participants agree to complete evaluation surveys for the program, including pre and post surveys, and follow-up surveys. Participants agree to update the program with new contact information, particularly email address, through summer 2018, participate in follow-up surveys that will be emailed to participants, and inform the program if they pursue graduate studies.

☐ The REU program has the option of dismissing a student from the program who does not follow the requirements and expectations listed above.

I hereby certify that I have reviewed this Statement of Understanding and I agree to the Environmental Engineering REU Program and the University of Colorado requirements and provisions.

______________________________________________________________________________

Signature

Date

____________________________________________________

Print: Last Name  First Name  MI
RECOMMENDATION FORM

Applicant: Type the information requested up to the line beginning with "Recommender."
Then give the form to your recommender who should return it directly to the REU Program director.

Applicant's Name_______________________________________________________________
Recommender's Name___________________________________________________________

Waiver (optional): In accordance with the Family Education and Rights and Privacy Act of 1974, you may
waive the right to review this recommendation by signing below. If you do not waive this right, you will
have access to this recommendation should you become an Environmental Sustainability REU Program
participant.
I hereby waive my right of access to this letter of recommendation:
_____________________________________________________________________________
Applicant's Signature

All letters of recommendation become the property of the Environmental Sustainability REU Program.

Recommender: The applicant named above is applying for admission to the University of
Colorado's Environmental Sustainability Research Experience for Undergraduates (REU) Program
(http://spot.colorado.edu/~bielefel/REU.html). Please comment on:

☐ How you know the applicant
☐ Applicant's academic performance and scholarly potential
☐ Applicant's potential for success in an intensive 10-week research internship in engineering and in
  graduate school
☐ Applicant's maturity, motivation, and ability to work independently

Please email this form and your letter by March 15, 2013 to Lupita.Montoya@colorado.edu. We
may continue reviewing applications through April 15 if our positions are not filled. Students’ applications
cannot be reviewed until they include your letter.

The subject line of your email should be: REU Environmental Sustainability

Recommender's Name___________________________________________________________
Title: ____________________________________________________________
Address: _____________________________________________________________
e-mail: ____________________________________________________________

_____________________________________________________________________________
Recommender's Signature

Date