

University of California, Los Angeles Interdepartmental Undergraduate Program for Neuroscience

FIRST QUARTER DIRECTED/HONORS RESEARCH 199A/198A INFORMATION

The purpose of a Directed/Honors Research course in Neuroscience is to provide the opportunity for students to integrate theoretical concepts with practical implementation in a special area of interest, and to develop the skills and knowledge essential for independent inquiry.

After you have read the policies governing 199AB/198AB courses (on the reverse of this form), please follow the outline below to format your proposal. Return the typed proposal, the “Directed/Honors Research” petition (downloaded from MyUCLA under contract courses) and the Faculty Sponsor Information sheet, signed by your faculty advisor, to the Undergraduate Advisor **no later than Friday of the FIRST WEEK** for the quarter in which the 199AB/198AB credit is to be granted. After approval by the Chair of the Undergraduate Curriculum Committee, you will be enrolled directly in the course. Proposals which do not follow the outlined format will be returned without approval.

NOTE: THIS IS A PETITION AND APPROVAL IS NOT GUARANTEED!

Steps:

- 1) Download contract from **MyUCLA** (under my features/contract courses).
 - Under “Project Description,” write “see attached”
 - Under “Evidence,” write “A status report at the end of this quarter & continued research in NS 199B or 198B in the consecutive academic quarter” (See directions for Status Report at the end of this handout)
 - The “Faculty Mentor’s Department Chair Signature” can be left blank. This signature is given by the Neuroscience Department Vice Chair to authorize your enrollment in NS 199/198 and signifies that your petition is approved by the Neuroscience IDP. The Undergraduate Counselor secures the signature.
- 2) Signed Faculty Sponsor Form
- 3) If you are petitioning for NS 198A, please include an application to the Departmental Honors program if your application is not already on file.
- 4) Provide Faculty Directory Listing: www.directory.ucla.edu; Example:

The screenshot shows the UCLA Campus Directory website. The top navigation bar includes links for ACADEMICS RESEARCH LIBRARY, HEALTH CARE CONTINUING EDUCATION UCLA IN THE COMMUNITY, ABOUT UCLA ADMINISTRATION EMPLOYMENT CAMPUS SERVICES, and SPORTS LECTURES & CONFERENCES ARTS & MUSEUMS HAPPENINGS. The main content area is titled "CAMPUS DIRECTORY" and features a search interface. The search results show one entry for Scott Chandler, a Professor in the Department of Physiological Science. The contact information for Scott Chandler is as follows:

Name:	Chandler, Scott
Title:	Prof
Email:	schandler@physci.ucla.edu
Department:	Physiological Sci
Department Address:	621 Charles E. Young Dr. S
Mail Code:	160606
Admin Code:	0845
Phone:	310-206-6636
Phone:	310-206-0332
US MAILING ADDRESS:	Scott Chandler UCLA Physiological Sci BOX 951606, 621 Charles E. Young Dr. S Los Angeles, CA 90095-1606

Neuroscience M101A and SRP 99 are prerequisites for Neuroscience 199/198.
There are NO EXCEPTIONS to this rule.

5) Attach **outline** below.

I. Applicant Information

- A. Name, Student ID number, E-mail Address
- B. Course Requested (NS 199A or NS 198A)
- C. "Completed NS M101A in (Quarter/Year) with Grade of (Enter Grade)"
- D. "Completed and Passed SRP in this lab (Quarter/Year)" *If you took SRP 99 under a different sponsor, but in the same lab, please attach either a lab roster listing both sponsors or a note signed by the 199 sponsor saying that your SRP 99 was completed in their lab.*
- E. Number of Hours Per Week Working in Laboratory
- F. Year in School (3rd Year/4th Year)
- G. Degree Expected Term
- H. Cumulative GPA/Cumulative Units
- I. Major ("Global") GPA - *If not listed on your DARS, calculate your global GPA using all of the upper division courses taken for the major. Multiply the course units by the grade points received (A = 4.0, A- = 3.7, B+ = 3.3, B = 3.0, etc). Add the total points for the upper division major courses and then divide by the total amount of units.*

II. Overview: Please demonstrate that your research satisfies both the purpose of 199/198AB courses (see first paragraph) and is suitable to be completed under the Neuroscience department.

- A. Description of Project Topic
- B. Data
- C. Planned Analyses
- D. Hypothesis/Expected Results
- E. Relationship of Project to the field of Neuroscience
- F. Student Participation --description of student's direct involvement in research project

199/198 Regulations:

- Neuroscience 198/199 courses are limited to Neuroscience majors and minors.
- **Mandatory prerequisites** for NS 198AB/199: NS M101A (or equivalent) and at least one quarter of SRP 99 or departmental 199 in the same lab.
- Students taking NS 198/199 to fulfill the research requirement on the major must enroll in two consecutive quarters of NS 198/199.
- The sponsoring faculty member must have an Academic Senate title, and the project must be Neuroscience-related. (Assistant Professor, Associate Professor, or Professor; In-Residence okay.)
- A maximum of 4 units of Neuroscience 198/199 may be taken per quarter, and a maximum of 8 units may be applied to the major or minor. (The University limits students to 32 units of graded special studies coursework.)
- A student **must not** be on Probation or Subject to Dismissal during the quarter prior to enrollment in 198/199.
- A student with an outstanding Incomplete in a 198/199 may not register for another 198/199; only 199A/198A are graded on an "In Progress" basis.
- A student must spend at least 12 hours per week in the lab for a 198/199
- Neuroscience 198AB is limited to students who have been accepted as candidates into the Neuroscience Honors Program. See Advisor for additional information.

Evidence:

- A copy of your research report must be turned in to the Neuroscience Undergraduate Office by Friday of Finals Week.
- This report must be signed by the sponsoring faculty member, so be sure to give him/her your paper with time for review (in case there are revisions to be made before submitting to the Neuroscience Office).
- After the first quarter of a 198/199 commitment, a brief (3-5 pages) "Status Report" on your project, outlining the work completed that quarter (including statement of hypothesis and significance and literature review) and the

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work planned for the next one, and signed by your faculty advisor, is due to the Neuroscience Undergraduate Counselors by Friday of Finals Week.

-- After the second quarter of a 198/199 commitment, a complete report is due. It must be in standard scientific format and include title, abstract, introduction, materials and methods, results, discussion, and literature cited.

-- The text of the report must be at least 7 double-spaced, typed pages for a 199B and 10 pages for a 198AB thesis. (These are minimum requirements; it is expected that the report will actually be longer and include figures.)

-- Students are required to participate in the Neuroscience Undergraduate poster session prior to graduation. The poster session occurs annually each May.

199/198 Limitations:

This course may not be used to:

-- cover attendance in another class;

-- receive academic credit for paid employment;

-- do essential but routine work, such as rendering service to a faculty member in connection with his/her coursework or research.