

**Summer Undergraduate Research Fellowship (SURF)
at the National Institute of Standards and Technology (NIST) in
Gaithersburg, Maryland
and
Boulder, Colorado**

INSTRUCTIONS FOR COMPLETING YOUR APPLICATION PACKET

When submitting your completed application, please ensure your packet **DOES NOT** contain pages that are: stapled, paper clipped, or printed on both sides (2-sided)

Application should be assembled in printed in the following order:

1. Student Applicant
2. Resume ([See sample](#))
3. Unofficial transcript, single-sided, no staples
4. [Personal Statement](#) including description of prioritized research interests
5. Verification of citizenship: a legible photocopy of a birth certificate, passport or green card
6. UMBC Fellowship Form (Last page of this form)

***Letters of Recommendation**

Please ensure that recommenders submit your letters by ***February 1, 2012*** to Janet McGlynn, Admin 913. Emailed letters are acceptable to mcglynn@umbc.edu. Please **confirm** with us if the letters have been received when delivering your completed hardcopy application packet. **You MUST hand-deliver your completed application packet** to Admin 913 by Feb 1, 2012.

Description of Program Requirements

- Students should have a minimum GPA requirement of 3.0 or above (3.7 or above preferred)
- SURF students work 11 weeks, contributing to an ongoing research project under the guidance of a NIST scientist or engineer from one of the [Institute's five major laboratories](#). In addition, a summer-long lecture series exposes SURFers to a sampling of diverse research topics, presented in ways to pique interest.
- This is a full-time program; students should not plan to be employed or take a class during the SURF period.
- Students must document their status as a citizen or permanent resident in order to submit an application.

Questions? Email Janet McGlynn at mcglynn@umbc.edu

SURF NIST Boulder

Summer Undergraduate Research Fellowships
National Institute of Standards and Technology
Boulder, Colorado

Student Application Form

(To be filled out by student applicant and included with completed Institutional Application package - **DO NOT SEND SEPARATELY**)

Name _____ Institution _____

E-mail Address _____ Phone Number _____

Current Address _____ Permanent Address _____

Major/Minor _____

Current Class Standing Freshman Sophomore Junior Senior
(as of February 2011)

Expected Graduation Date _____ Current Overall GPA _____ Current Major GPA _____

(To be eligible for the SURF program, your expected graduation date must not precede the summer program. This restriction does not apply to returning SURF NIST Boulder students.)

Have you previously participated in one of NIST's SURF programs? Yes No

If Yes: Year _____ Location Boulder Gaithersburg Mentor _____

If you were to return to Boulder, would you prefer to work with the same mentor? Yes No N/A

List (by reference number) the six Research Opportunities in which you are most interested, in order of preference. Please try to include opportunities from at least two different Divisions. (Go to <http://surf.boulder.nist.gov/> or <http://nist.gov/surf/boulder> for the current list of Research Opportunities.)

1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____

Will you be available to work in Boulder from May 23, 2012 through August 5, 2012 (11 weeks)?

Yes No. I can be in Boulder as early as _____ through as late as _____

(Total availability period should span at least 11 weeks.)

If accepted, what are your plans for housing?

- Will room with other SURF students (recommended)
- Will live with family in or near Boulder
- Will find my own

How did you hear about the SURF NIST Boulder program? _____

Are you also applying for the SURF program at NIST in Gaithersburg, Maryland? Yes No

Submit your completed Student Application Package to your University contact for inclusion with Institutional Application package – **DO NOT send separately.**

APPLICATION DEADLINE: February 1, 2012

Completed Institutional and Student Application Packages should be delivered to:

Janet McGlynn Administration 913 email: mcglynn@umbc.edu

NOTE: This form contains collection of information requirements subject to the Paperwork Reduction Act. Notwithstanding any other provision of the law, no person is required to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB control number. The estimated response time for this application is 2 hours. The response time includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. OMB NO.: 0693-0042 Exp.Date: 10/31/2012

**2012 SUMMER UNDERGRADUATE
RESEARCH FELLOWSHIP (SURF) PROGRAM at NIST**

Student Information

Award Name: 2012 Summer Undergraduate Research Fellowship (SURF) Program

Full Name: _____

SSN#: _____

Telephone Number: (_____) _____

Home Mailing Address: _____

Address

Address

City

State

Zip Code

Check here for potential Non-Resident Alien Payment. Please complete the [Foreign National Independent Contractor Payment Form](#). (Green-card holding Permanent Residents **DO NOT CHECK THIS BOX.**)

If you are currently an employee of UMBC, do you receive payments via direct deposits? (circle one) YES NO

In the event that you are selected and participating in the NIST/SURF program, this form is used to process your payments. If you do not participate in NIST/SURF, this form is destroyed to protect your confidential information. Complete, print, and submit as the last page of your packet.

Participant Acknowledgement

By signing below, I certify that I am fully participating in the SURF-NIST Program as outlined above and that I fully understand the description of program requirements.

Signature: _____

Date: _____