I. PURPOSE: The Scholarly Student Assistantship Program is offered by the USC Upstate Office of Sponsored Awards and Research Support and supports faculty members and students in their pursuit of research, scholarship, and creative activities. This program provides valuable learning opportunities and financial assistance to undergraduates by creating opportunities for students to assist and collaborate with faculty members who conduct research projects and are engaged in creative and scholarly activities. This contributes to the students' overall academic experience, and more effectively prepares those students who intend to pursue graduate level or professional studies, as well as careers in which they are required to develop and manage similar projects. The award has two categories:

A. STUDENT RESEARCH ASSISTANT. The student is directly and substantively involved in assisting the faculty member with a scholarly project.

B. STUDENT TEACHING ASSISTANT. The student is in-directly involved in assisting the faculty member with a scholarly project by alleviating the faculty member’s teaching-related duties. NOTE: In this category, the student cannot perform lecture or regular classroom duties. The student is only allowed to help in teaching-related duties - grading, study sessions, etc. The faculty member must very clearly articulate the specific ways that his/her scholarly efforts will be substantially improved with the help of this teaching assistant.

II. AMOUNT: A total of $1,260.00 of student compensation is provided for a semester. This amount was calculated as follows: the student is paid $9.00 per hour and work 10 hours per week for 14 weeks, although the 140 hours of work could be distributed differently across the semester. The student will be a university employee and will receive their compensation in equal installments over the semester – time cards will not be required.

III. ELIGIBILITY: Full-time faculty members are eligible to apply for student research assistants. All full-time undergraduate students who have attained at least junior status (60 hours) are eligible to become student research assistants. At most one award can be funded per faculty advisor per semester.

IV. REQUIREMENTS: Funded projects must be presented at the Annual SC Upstate Research Symposium by either the faculty member or the student. Any external publications, presentations, performances or exhibits resulting from the funded project must acknowledge the Office of Sponsored Awards and Research Support for the partial funding of the work. The faculty member must notify us if the funded project leads to external publication, presentation, performance, or exhibition. At the end of the semester, the faculty member and the student must both complete a Final Report Form. Faculty members will not be eligible to apply for future assistantships if both the faculty and student Final Report Forms are not completed.

V. APPLICATION PROCESS: All application forms and deadlines can be found on the SARS website: http://www.uscupstate.edu/sars.

VI. APPROVAL CRITERIA: This is a competitive program. Proposals will be reviewed based primarily on the following four criteria: (1) The merit of the project itself; (2) Projects that are most likely to lead to high-quality external publication, performance, or exhibition will be given high precedence; (3) The project’s potential to provide real involvement and learning for the student research assistant; (4) The student qualifications and background that will make them successful in the project. The following criteria will also be taken into consideration (in tie breaking situations): (1) Applications by non-tenured faculty in tenure track positions, or faculty members who have not been funded in the past; and (2) Equitable distribution of available assistantships across campus departments. A faculty member may apply for one assistant per semester.

VII. QUESTIONS: Please direct questions regarding this program and the application process to: Dr. Sebastian van Delden; (864) 503-5292; svandelden@uscupstate.edu.

Revised: 8/10/2010