

Tips on How to Find a Bio Sci 199 Faculty Sponsor

The key to finding a Bio Sci 199 research faculty sponsor is to select an area that you have a strong interest in. Make sure you are willing to invest the time and effort in research, as it requires **dedication, discipline, time, and enthusiasm**. Bio Sci 199 provides the opportunity to build problem solving and analytical skills, reading and writing skills, and an opportunity to work closely with a faculty sponsor and their research team.

Finding a Bio Sci 199 research experience requires careful planning, thought, and organization. The best way to reach a professor is via email. **Make sure to individualize each email you send – it should be concise and professional.** In your email, you should mention the following:

- Introduce yourself: your name, your year (i.e., freshman, sophomore, junior, senior), your major, etc.
- Express reasons as to why you are interested in working in his/her lab as a Bio Sci 199 undergraduate researcher.
- Provide blocks of time when you are available to meet in the coming weeks.
 - **BEFORE** the meeting, it is strongly recommended that you review the faculty's profile to understand their research interest/focus and familiarize yourself with their publications; this can be found on the Faculty Profile System webpage: <https://www.faculty.uci.edu/index.cfm>. If you can, read at least one journal article published by the professor. Professors seek highly motivated students who want to *contribute* to the research effort.
 - **DURING** the meeting, be prepared to discuss:
 - your career goals/post-grad plans.
 - why you are interested and why you want to conduct work in their particular research arena.
 - your desired time commitment and availability during a given a quarter and hours per week.
 - what you would like to gain from this partnership including any opportunities for your own project and co-publishing a paper, etc.
- You are welcome to attach your resume that will showcase your other extracurricular activities and commitments.

In some instances, you may not get an immediate response back from the faculty. In which case, sending a follow-up email after not hearing from a faculty member within a week or so is appropriate.

How to Get Started

Step #1: Carefully review our Bio Sci Undergraduate Research webpage. It will include *everything* you need to know about research – the general requirements, how to enroll, the required paperwork for Packet A and B, etc.: <https://undergraduate.bio.uci.edu/bio-197-198-199/>.

Step #2: Take the time to look through the list of faculty and their details: <http://apps.bio.uci.edu/bio199/faculty/list>.

- Faculty listed under the “Featured Faculty” section are those actively seeking to recruit students for their lab.
- If you click on “View Details” you can find more information about the professor’s research, requirements, and desired time commitment per week.

Step #3: Email the faculty. Refer to the email tips mentioned above.

Step #4: Once you get approved into a lab, it’s time to submit the paperwork (Packet A or B) on-line via the Research Dashboard: <http://apps.bio.uci.edu/bio199/>.

- For Fall, Winter, and Spring: packets are due by Friday of Week 2 (by noon).
- Packets are valid for one academic year; they expire at the end of each Spring quarter.

Step #5: The Bio Sci 199 coordinators will review your packet and you will receive an automated message via email once you are cleared to enroll.

Step #6: Go to the Schedule of Classes: <https://www.reg.uci.edu/perl/WebSoc>; search Biological Sciences (Department Name) and 199 (Course Number), then look for your research title and faculty last name. Use the 5-digit course code to register via WebReg.