

**Policy S-1.14
UNIVERSITY OF FLORIDA
COLLEGE OF NURSING**

TITLE: **STUDENT RESEARCH ASSISTANT POSITIONS**

POLICY: The College of Nursing will provide opportunities for students to work as research assistants (RA) in the Office for Research Support (ORS). RA position(s) (in contrast to positions as Graduate Research Assistants, see Policy S-4.12) pay an hourly wage and do not include tuition waivers or health insurance coverage. These RA experiences provide experience in a range of research activities and opportunities to enhance the education of future researchers.

RATIONALE: The College recognizes the importance of research assistant experience for students across educational levels and programs.

PROCEDURE:

- 1) Students seeking a research assistant (RA) position should complete the RA interest form (See attachment #1) and submit it to the Office Manager in the ORS. Students enrolled in all educational levels and programs across UF are eligible to apply, but nursing students will be given preference.

- 2) The ORS Office Manager reviews the applications with the Associate Dean for Research (ADR). One to two students will be assigned to the ORS per year to provide a range of research-related activities, such as poster preparation, data entry, data analysis, and literature retrieval.

- 3) A pool of RA applicants will be maintained in the ORS for faculty members to hire for funded research projects. The ORS Office Manager will screen the applications, and notify faculty members who are seeking RAs about available students. Faculty members will then contact the student to discuss the requirements, time commitments, and the salary that the ORS can provide for the position. Hourly salary rates will be determined by the ADR in consultation with the ORS Office Manager. Priority for hiring students is based on:
 - a match between a faculty member's funded research program and the student's research interest
 - the student's ability to accomplish the research activities required by the research project

Review or Approval Authority	Responsible Party	Initial Approval / Review	Most Recent Approval / Review Of Changes	Editorial Changes	Policy A-01 Review
Approval	Administrative Council	09/99	07/06		
Review	Leadership Council	10/99	08/06		8/11
Approval	Dean	10/99	10/06		

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Attachment #1

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Research Assistant Interest Form

Name _____

Phone number _____

Email _____

Are you a nursing student at UF? Yes No

What program are you in? BSN MSN PhD

If you are not a nursing student at UF, what is your affiliation with the University of Florida?

Please look over the Office for Research Support website to see the types of research in which faculty are engaged. This can be found by going to the College of Nursing website (<http://con.ufl.edu/>). Click on the button marked "Office for Research Support", then explore the area under "Faculty Research".

Select three choices of projects in which you would be interested. Note that not all projects have openings for RAs.

First choice _____

Second choice _____

Third choice _____

What days and hours are you available to work as an RA?

Return this form to the Office for Research Support (HPNP Room 2201) or PO Box 100197, Gainesville, FL 32610-0197