

## Hamel Center for Undergraduate Research REAP Application Checklist

**COVID-19 UPDATE:** 1) The AY2021-22 REAP application deadline below will be contingent on the University's [mode of operation](#) at the time of application, and also on the University's [phased approach to research activities](#) as determined by the Senior Vice Provost for Research (SVPR). When preparing applications, mentors and students should consult the UNH and Hamel Center websites frequently for any updates or changes. 2) Even if an application is successful, mentors and students should be prepared to modify their projects as needed to adhere to any changing University research policies and procedures during the proposed research period. Any project's ability to go forward will be dependent on the University's guidelines for research at any time during the research period.

### Pre-Application

- To be eligible, students must first be nominated for REAP by the instructor of one of their fall semester courses. Instructors should submit a **Fall Semester Course Instructor Nomination** to the Hamel Center **no later than February 25, 2022**.
- Students planning to apply for REAP must meet with the Hamel Center director, Dr. Paul Tsang, before preparing their application ([paul.tsang@unh.edu](mailto:paul.tsang@unh.edu)) – **no later than February 25, 2022**. *Applications submitted by students who have not met with Dr. Tsang will not be accepted.*
- If the fall semester course instructor nominating the student will not be the REAP project mentor, the student should complete the **Student Resume** form and bring it to the Hamel Center for assistance in identifying a faculty mentor. *Students who have not already identified a faculty mentor should plan to meet with Dr. Tsang well in advance of the February 25 deadline above.*

### Application

Your completed application packet must contain all of the items *in the order listed below*. All parts of the application – including the required UNH Faculty Letter of Recommendation – should be *submitted at the same time, not separately*. \*\*The Fall Semester Course Instructor Nomination, submitted at least one month before the application due date, does not need to be submitted a second time with the application.

- Application Cover Sheet** (to be completed by the student applicant – fillable online)
- Apprenticeship Proposal** (to be completed by the faculty mentor)
- Budget Form** (to be completed by the faculty mentor – fillable online)
- Project Understanding and Statement of Interest** (to be completed by the student applicant)
- UNH Faculty Recommendation** (student must complete and sign the top portion of the recommendation form; the UNH faculty recommender must complete the bottom portion of the form and attach a letter of recommendation; *the form and letter must be submitted with the REAP application in a sealed, signed envelope* – see Application Guidelines)

**Application Deadline: March 28, 2022** for summer 2022.

All REAP application materials can be found at  
<http://unh.edu/undergrad-research/research-experience-and-apprenticeship-program-reap>

Questions? [undergrad.research@unh.edu](mailto:undergrad.research@unh.edu)  
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