2020 Student Symposium Registration Form

Instructions:
1. This form is due Friday, February 7, 2020 by 5pm. Late registrations will not be accepted.
2. The Symposium is on Friday, April 17 in the Tyler Haynes Commons from 12:30 pm to 6 pm.
3. If you are giving multiple presentations, you will need to register each presentation separately. Please note you can not make two presentations on the same topic.
4. If you are presenting a group project, just one student should fill out the application form. There is a spot to list all the project group members and their emails in the application.
5. If you are giving a poster presentation, you will receive instructions on poster printing at a later date.
6. You will be contacted on February 25 regarding your presentation time, once the schedule is made. You are responsible for checking for this email and responding promptly if you have a conflict.

Information entered into this form will be printed in the final program AS IS. Please enter full names and double-check your spelling.

Contact person: Dr. Monika Siebert (English) msiebert@richmond.edu

* Required

Contact Information

1. Last Name *
   Name of main contact person for this presentation

2. First Name *
   Name of main contact person for this presentation

3. UR email *
   You must enter a UR email address.

4. UR Net ID *
   e.g., bc4dh
5. **What department or program is most closely affiliated with your project?** *Mark only one oval.*

- American Studies
- Anthropology
- Art, History
- Art, Studio
- Arts Management
- Biochemistry and Molecular Biology
- Biology
- Chemistry
- Classical Studies
- Computer Science
- Criminal Justice
- Dance
- Economics
- Education
- English
- Environmental Studies
- Film Studies
- Geography and the Environment
- History
- Interdisciplinary Studies
- International Studies
- Jewish Studies
- Journalism
- Latin American, Latino & Iberian Studies
- Leadership
- Mathematics
- Military Science and Leadership
- Languages, Literatures, and Cultures
- Music
- Neuroscience
- Philosophy
- Politics, Philosophy, Economics, and the Law
- Physics
- Political Science
- Psychology
- Religious Studies
- Rhetoric and Communication Studies
- Sociology
☐ Theatre
☐ University Museums
☐ Women, Gender, and Sexuality Studies
☐ Other
6. If applicable, is there a secondary department or program affiliated with your project? 
*Mark only one oval.*

- American Studies
- Anthropology
- Art, History
- Art, Studio
- Arts Management
- Biochemistry and Molecular Biology
- Biology
- Chemistry
- Classical Studies
- Computer Science
- Criminal Justice
- Dance
- Economics
- Education
- English
- Environmental Studies
- Film Studies
- Geography and the Environment
- History
- Interdisciplinary Studies
- International Studies
- Jewish Studies
- Journalism
- Latin American, Latino & Iberian Studies
- Leadership
- Mathematics
- Military Science and Leadership
- Modern Literatures and Cultures
- Music
- Neuroscience
- Philosophy
- Politics, Philosophy, Economics, and the Law
- Physics
- Political Science
- Psychology
- Religious Studies
- Rhetoric and Communication Studies
- Sociology
Theatre
University Museums
Women, Gender, and Sexuality Studies
Other

7. Primary Faculty Mentor Last Name *
   Please be sure your spelling is correct. Do not include Professor or Dr.

8. Primary Faculty Mentor First Name *
   Please be sure your spelling is correct. Do not include Professor or Dr.

9. Primary Faculty Mentor Email *

10. Secondary Faculty Mentor Last Name
    Please be sure your spelling is correct. Do not include Professor or Dr.

11. Secondary Faculty Mentor First Name
    Please be sure your spelling is correct. Do not include Professor or Dr.

12. Secondary Faculty Mentor Email

13. Any Additional Faculty Mentors

14. Is this presentation being presented by an individual or a group? *
    If individual, please skip next section
    Mark only one oval.
    Individual
    Group

Group Information

If this is a group presentation, please enter the FULL names of all group members except for yourself.

If this is an individual presentation, skip this section.
15. I understand that all Symposium correspondence will be sent to me by email. I am responsible for checking email and notifying co-presenters about any information related to the Symposium *

Check all that apply.

☐ Yes

16. **Group Member 1**
   First and Last Name

17. **Group Member 2**
   First and Last Name

18. **Group Member 3**
   First and Last Name

19. **Group Member 4**
   First and Last Name

20. **Group Member 5**
   First and Last Name

21. **Additional Group Members**
   If you have additional group members, please list them below. Be sure to list their full names, separated by a comma.

22. **Title of Presentation** *
23. Project Description (150 words or less)- please note this is for our records, but will not appear in the program. *

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

24. Type of Presentation *
Mark only one oval.

☐ Poster
☐ Oral (10 min presentation with 5 minutes for questions)
☐ Performance
☐ Art Exhibition

25. The Environmental Awareness Group (EAG) and the Office of Sustainability are sponsoring an award recognizing the best student and faculty research/scholarship on environmental or sustainability topics. The award will be judged by members of the EAG. To have your work considered for this award, please check this box.
Check all that apply.

☐ Yes, I would like my work considered for the environmental/sustainability award.

26. The University of Richmond Scholarship Repository archives student scholarly work at http://scholarship.richmond.edu. If you would like to contribute your research to the repository, please check the box below and you will be contacted with instructions.
Check all that apply.

☐ Yes, I would like to contribute my work to the Scholarship Repository.

27. Is this project supported by funds from the University or another external source? Please check all that apply.

Check all that apply.

☐ Arts & Sciences Summer Research Fellowship
☐ Spider Research Fellowship
☐ Arts & Sciences Undergraduate Research Grant (other than Summer Research Fellowship)
☐ Summer fellowship from an external source (list source below in "other" box)
☐ Undergraduate research grant from an external source (list source below in "other" box)
☐ Other: ________________________________

Scheduling
28. Are you submitting more than one presentation as a primary presenter?  
Please note you cannot do two presentations on the same topic.  
Mark only one oval.

☐ Yes  
☐ No

29. Are you a secondary presenter on another group presentation?  
Please note you cannot do two presentations on the same topic.  
Mark only one oval.

☐ Yes  
☐ No

30. If you are a secondary presenter on another group presentation, please type the primary presenter's name for that presentation in the box below.

31. Do you have class on Friday afternoon? *  
Check all that apply.

☐ I do not have class after 12:00pm on Fridays and can present any time from 12:00pm to 6:00pm.  
☐ I have class on Friday afternoon. I will fill in my availability in the next question.

32. I have class on Friday afternoon at the following times:  
Please enter this information carefully; once we have assigned you a time slot to present, it may not be possible to move you to another slot. Please include title and time of class(es).

33. The Speech Center is available for helping all students prepare for their presentations. You can sign up for an appointment online at https://speech.richmond.edu/appointments/index.html *  
I am interested in working with the Speech Center to help prepare my presentation.  
Mark only one oval.

☐ Yes  
☐ No
34. **Please list any special presentation needs below.**
   Students presenting posters will be provided with an easel, a foam core board, and clips. Students giving oral presentations will be provided with a projector and a laptop.

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**Submitting Your Application**

Once your application is complete, click the submit button below once. You will then be taken to a screen confirming your application. You may have to scroll up to the top to see the confirmation. If you do not see the confirmation screen, please contact Dr. Monika Siebert at msiebert@richmond.edu to confirm receipt of your application prior to submitting the form a second time.

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