

## Request for Enrollment in an Undergraduate Research Course for credit

**Department of Biology  
Institute of Biochemistry**  
209 Nesbitt Building  
1125 Colonel By Drive  
Ottawa ON  
Canada K1S 5B6  
Tel: (613) 520-2478

Use this form after you have found a supervisor for your project course (one of those listed below). **Use separate forms for each requested course.** Once complete, this form should be sent to the Department of Biology / Institute of Biochemistry electronically (by email) or in person to Room 209, Nesbitt Building. If approved, you will then be permitted to enrol in your research course. Additional instructions are on the reverse of this page. Questions and completed forms should be directed to [Biology@carleton.ca](mailto:biology@carleton.ca) or [Biochem@carleton.ca](mailto:Biochem@carleton.ca).

**Due:** This form is due no fewer than three (3) business days *before* the last day to add a class in the indicated term.

**Student Information:**

Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_  
Carleton Email Address: \_\_\_\_\_ Contact Telephone: \_\_\_\_\_

I wish to register in the \_\_\_\_\_ (academic year) for :

	<u>Summer</u>	<u>Fall</u>	<u>Winter</u>		<u>Summer</u>	<u>Fall</u>	<u>Winter</u>
BIOL3901 Research Proposal	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		BIOC2400 Independent Research I	<input type="radio"/>	
BIOL4901 Directed Special Studies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		BIOC3400 Independent Research II	<input type="radio"/>	
BIOL4907 Honours Essay and Research Proposal	<input type="radio"/>	← <input type="radio"/>	→ <input type="radio"/>		BIOC4901 Selected Topics in Biochemistry	<input type="radio"/>	<input type="radio"/>
BIOL4908 Honours Research Thesis	<input type="radio"/>	← <input type="radio"/>	→ <input type="radio"/>		BIOC4907 Honours Essay and Research Proposal	<input type="radio"/>	← <input type="radio"/>
					BIOC4908 Research Project	<input type="radio"/>	← <input type="radio"/>

**Supervision Information:**

Supervisor Name: \_\_\_\_\_  Faculty  Adjunct  Other  
Supervisor Email Address: \_\_\_\_\_ Contact Telephone: \_\_\_\_\_  
Supervisor Affiliation:  Biology  Biochemistry  Other \_\_\_\_\_  
Co-Supervisor Name (if required\*): \_\_\_\_\_  Faculty  Adjunct  Other  
Co-Supervisor Email Address: \_\_\_\_\_ Contact telephone: \_\_\_\_\_  
Co-Supervisor Affiliation:  Biology  Biochemistry  Other \_\_\_\_\_

**Location of off-campus research activities (if applicable)** (e.g. Institution or government organization):

\_\_\_\_\_

(†See reverse/below for information regarding the collection of personal information.)

**Student's Signature:** \_\_\_\_\_ **Date (Year/Month/Day):** \_\_\_\_\_

**Supervisor's Signature:** \_\_\_\_\_ **Date (Year/Month/Day):** \_\_\_\_\_

## \* Required Co-Supervision:

A co-supervisor is required if the research is to be supervised by a person who is not a faculty member in the Department of Biology or Institute of Biochemistry. Biochemistry students can only be supervised by members of the Institute of Biochemistry. Adjunct faculty can supervise or co-supervise undergraduate projects. If an adjunct supervises a project, a faculty member is normally appointed as co-supervisor. Post-doctoral fellows can only co-supervise undergraduate projects. Graduate students are not permitted to supervise undergraduate projects. *Questions about supervision should be directed to the Biology or Biochemistry advisor.*

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### **BIOL 3901 [0.5 credit]**

#### **Research Proposal**

The development of a competitive research proposal in consultation with an advisor.

Includes: Experiential Learning Activity

Prerequisite(s): third year standing in an Honours Biology program and permission of the Department.

### **BIOL 4901 [0.5 credit]**

#### **Directed Special Studies**

Independent or group study, open to third- and fourth-year students to explore a particular topic, in consultation with a Faculty supervisor. May include directed reading, written assignments, tutorials, laboratory or field work.

Prerequisite(s): permission of the Department. Students normally may not offer more than 1.0 credit of Directed Special Studies in their program.

### **BIOL 4907 [1.0 credit]**

#### **Honours Essay and Research Proposal**

An independent critical review and research proposal, using library resources, under the direct supervision of a Faculty advisor. Evaluation is based on a written report and a poster presentation.

Includes: Experiential Learning Activity

Precludes additional credit for [BIOL 4905](#) and [BIOL 4908](#).

Prerequisite(s): fourth-year standing in an Honours Biology program and permission of the Department.

### **BIOL 4908 [1.0 credit]**

#### **Honours Research Thesis**

An independent research project undertaken in the field and/or the laboratory, under the direct supervision of a faculty adviser. Evaluation is based on a written thesis and a poster presentation.

Includes: Experiential Learning Activity

Precludes additional credit for [BIOL 4905](#) and [BIOL 4907](#).

Prerequisite(s): fourth-year standing in an Honours biology program with a minimum CGPA of 8.0 in the major or permission of the Department.

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### **BIOC 2400 [0.5 credit]**

#### **Independent Research I**

Students carry out a laboratory research project under the supervision of a faculty member from the Institute of Biochemistry. A research report must be submitted by the last day of classes for evaluation by the Director and Faculty supervisor.

Includes: Experiential Learning Activity

Prerequisite(s): restricted to Honours students of second-year standing in a Biochemistry program with a GPA of 10.0 or higher in first year, and approval of the Director and a Faculty supervisor.

Laboratory research for at least three hours a week over two terms.

### **BIOC 3400 [0.5 credit]**

#### **Independent Research II**

Students carry out a laboratory research project under the supervision of a faculty member from the Institute of Biochemistry. A research report must be submitted by the last day of classes for evaluation by the Director and Faculty supervisor.

Includes: Experiential Learning Activity

Prerequisite(s): restricted to Honours students of third-year standing in a Biochemistry program with a GPA of 10.0 or higher in second year, and approval of the Director and Faculty supervisor.

Laboratory research for at least three hours a week over two terms.

### **BIOC 4901 [0.5 credit]**

#### **Selected Topics in Biochemistry**

Selected topics of current interest in biochemistry are offered upon approval by the Director in consultation with members of the Institute.

### **BIOC 4907 [1.0 credit]**

#### **Honours Essay and Research Proposal**

An independent research study using library or computational resources. The candidate will prepare a critical review of a topic approved by a faculty adviser. Evaluation will be based on a written report and a poster presentation of the project.

Includes: Experiential Learning Activity

Precludes additional credit for [BIOC 4906](#) and [BIOC 4908](#).

Prerequisite(s): fourth-year standing in an Honours Biochemistry program and permission of the Institute.

### **BIOC 4908 [1.0 credit]**

#### **Research Project**

Students carry out a research project approved by the Director, under the supervision of a faculty member of the Institute, in either the Biology or Chemistry departments. Evaluation is based on a written thesis and poster presentation.

Includes: Experiential Learning Activity

Precludes additional credit for [BIOC 4906](#) and [BIOC 4907](#).

Prerequisite(s): ([BIOC 3103](#) and [BIOC 3104](#)) and ([BIOC 3101](#) and [BIOC 3102](#)) or equivalent, and eligibility to continue in Honours Biochemistry or in Biochemistry and Biotechnology.

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## † Notice of Collection

Personal information collected through this form will be used and disclosed by Carleton University under the authority of the Carleton University Act, 1957, and in accordance with sections 39, 41 and 42 of Ontario's Freedom of Information and Protection of Privacy Act. The purpose of this form and data collected is to manage your registration for the indicated courses and related activities. The information will be used to confirm your eligibility in the course, to manage access to any labs or associated facilities, and to assist with the completion of your project. We may also use the contact information provided to inform you about activities related to the Department of Biology, the Institute of Biochemistry, and Carleton University. Your information may be disclosed internally to faculty members and/or those to whom you are assigned for the purposes of course administration. If you have any general questions about the processing of personal information by Carleton University, please contact the Manager, Privacy & Access to Information, by phone at 613-520-2600 ext. 2047 or by Email via [University\\_Privacy\\_Office@carleton.ca](mailto:University_Privacy_Office@carleton.ca).