

**REQUIREMENTS AND EXPECTATIONS OF THE**  
**WOODROW WILSON UNDERGRADUATE RESEARCH FELLOWSHIP PROGRAM**

To stay in the Program, and be a successful participant, you must:

1. Have a Mentor and be engaged in a research project by April 15th of your sophomore year. *If you enter the summer after sophomore year without a Mentor, you risk losing your Fellowship.*
2. Maintain a 3.0 Cumulative GPA, and maintain the minimum amount of credits each semester. *If your GPA falls below a 3.0, or you do not maintain the minimum amount of credits, you forfeit access to your funds. If this happens for three semesters in a row, you will be removed from the WWP, with the right to appeal;*
3. Maintain your major in an Arts & Sciences department (even if your research is not); If you are a double major, your primary major **must** be in the School of Arts & Sciences;
4. Attend all meetings, or notify the office in advance if you cannot, explaining by e-mail your conflict;
5. Prepare a 2-3 page essay at the start of each fall semester discussing your research activities to date (this does not pertain to New Fellows their first year in the WWP);
6. a.) New Fellows meet one-on-one with the Coordinator of the Program at least twice during Fall Semester and again by the end of April Spring Semester, as well as meet one-on-one with the Director of the Program before Spring Break to discuss your progress;  
b.) Returning Fellows meet one-on-one with the Coordinator of the Program at least once each semester;  
c.) Senior Fellows meet one-on-one with Coordinator of the Program at least once during the Fall Semester, as well as meet one-on-one with the Director of the Program before Spring Break;  
d.) All Fellows must meet separately with both the Coordinator and Director of the Program in order to get their budgets approved;
7. When you have completed a research project (whether you do one or twenty), you must turn in a Final Product on your research, *including at least a written synopsis and a bibliography*, to the Office of the Dean. See the Coordinator for further clarification.
8. Publicly present your research at the Senior Poster Session spring semester of your senior year;
9. Attend every Poster Session;
10. If for any reason you have to leave the University (take a leave of absence or transfer, for instance), you **must** meet with the Director to discuss your situation.

*The Director and the Coordinator of the Program reserve the right to remove a Fellow from the WWP if they judge that the Fellow has not been making satisfactory progress.*