Summer Undergraduate Research Fellowship (SURF)

Undergraduate Research Opportunities Program (UROP)

Hamel Center for Undergraduate Research

UNH FACULTY MENTOR RECOMMENDATION FORM

Student Applicant: Complete and sign the top portion of this form before giving it to your UNH faculty recommender.

Student's Name: UNH ID#:

UNH Email:

Major/College:

Title of Project:

Faculty Mentor's Name: Mentor's UNH Email:

Mentor's Department/College: Mentor's Phone Number:

The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to educational records concerning them. Students are also permitted to waive their right of access to recommendations.

Student: "I waive my right to read this letter of recommendation." Yes   **No**

Signature: Date:

This form, along with a letter of recommendation, must be uploaded to the online portal on the SURF webpage:
https://www.unh.edu/undergrad-research/programs/summer-undergraduate-research-fellowships-surf

Forms and letters must be uploaded by the UNH mentor no later than the application deadline:

- **March 5, 2025 (for research during summer 2025)**

To the UNH Faculty Mentor:

I. In advising your SURF applicant, please review the UNH Faculty Mentor Memo available on the SURF web page at https://www.unh.edu/undergrad-research/programs/summer-undergraduate-research-fellowships-surf

II. In a separate letter of recommendation (signed and on letterhead), please respond to the following questions:

  A. Evaluate your past or present experience supervising the student in coursework or research.
  B. How well prepared is the student to undertake the project in the time period allowed?

- Does the student have sufficient preparation to undertake the specific project proposed?
- Does the student have sufficient preparation to undertake the project at the designated location?
- All things considered, including the student's capability, is this a safe and feasible project?
- What is the significance of the project and its potential educational value for the student?
- What is the relationship between the student's project and your own research or areas of expertise?
- What kind of supervision will the student need and have during the research period?
  - a. Will the student have contacts or supervision at the research site? (Please specify.)
  - b. Will the student be able to communicate with you during the summer? If so, how and how often?
  - c. Does the student need prior permission/approval for access to any resources necessary for the project?

Note: If you hope to mentor more than two student projects during the same research period – i.e., during the academic year or summer (including REAP, SURF, IROP, and Undergraduate Research Awards combined) – please see guidelines on the SURF Faculty Mentor Memo.

When signing your letter of recommendation, you will be agreeing to the following statement:
"I have reviewed the student's application (proposal, budget) and the SURF Faculty Mentor Memo, and I agree to mentor this project, if funded."

Before uploading to the online portal:
Please use this naming format when saving the FORM: StudentLastname_StudentFirstname_FacultyLastname_Form
Please use this naming format when saving your LETTER: StudentLastname_StudentFirstname_FacultyLastname_Letter