APPLICATION
~ Stetson University Research and Creative Arts Symposium ~
Wednesday April 8, 2009

Use this form to apply to participate in the Stetson University Research and Creative Arts Symposium. Return this form, with supporting materials (abstract, e-mail attachment, nomination letter), to Dr. Kimberly Reiter, Undergraduate Research Committee and Symposium Chair, Unit 8344, or Elizabeth Hall 312, or via e-mail to c/o Jennifer Snyder, jsnyder1@stetson.edu

The application and all supporting materials are due by Monday, March 9, 2009.

CONTACT AUTHOR
In case of multiple authors, please list on a separate page the names and requested information for all participants. Designate one member of the group as “contact author” for communications with the Symposium organizers.

CAMPUS BOX: ______________________ PHONE: ____________________________
EMAIL:_____________________________ STUDENT # __________________________

PRESENTATION FORMAT:
You may choose one of the two formats listed below. Please be sure to check the appropriate format for your presentation. Once selected, your presentation will be scheduled to a location that will accommodate your needs. At the Symposium, you will not be able to change locations, so please carefully select the best choice for your presentation.

___ Poster presentation (10 min presentation with 5 minute for questions)
This format includes poster boards that are placards, foldout poster boards, or roll-out scientific posters. You will present your paper to the judges and answer any questions that they or the listening audience may have. **All posters MUST be set up in the respective location by 8:00 am as judges will be arriving to preview the projects.

___ Seminar-style oral presentation (10 minute strict time limit)
This format may include using a laptop, projector and slides, chalkboard, or video to present your project. A Power Point presentation is one option. Visual aids are not required. You will present your paper to the judges and answer any questions that they or the listening audience may have.

Please specify any special equipment needs you may have. Specify exactly what equipment you will require (for example: computer access, internet access, computer projector for powerpoint presentation, slide projector for 35mm slides, overhead projector for transparencies, VCR, DVD player, etc.)

For scheduling: What times during the day on Wednesday, April 8, 2009 are you NOT available?

Thank you. You will be notified of your time and venue ASAP after the application deadline via campus mail. Any questions, please contact Dr. Kimberly Reiter, Symposium Chair, at kreiter@stetson.edu, in c/o Jennifer Snyder at jsnyder1@stetson.edu or 822-7541.
TITL E and ABSTRACT:

Write a 100-200 word abstract of your work, including a title, your name, your advisor’s name and other co-authors as needed. This abstract should summarize the work’s essential content. It should be written so as to be understandable by non-specialists in your field. For examples of abstracts from last year’s event, see the Symposium web site, found at http://www.stetson.edu/other/reserach/syracas.php. Please attach a printed version of the abstract to this application form. Please also provide an electronic version of your abstract which should be e-mailed as an attachment to Dr. Kimberly Reiter, c/o Jennifer Snyder at jsnyder1@stetson.edu when you submit your paper application. All abstracts should be in Word format and scanned for viruses prior to submission. Make sure that the electronic version of your abstract includes your name so we can match it up with your paper application.

If you have received funding for your work, please specify the source. If you are a SURE grant recipient, please also specify this in your abstract submission.

FACULTY LETTER OF SUPPORT: Please include with your application a short letter of nomination from a faculty member familiar with your project. This letter should briefly evaluate the caliber of your work, as suitable for presentation in the Symposium. This letter should be signed and sealed by the advisor.