

**BOSTON UNIVERSITY
COLLEGE OF ENGINEERING**

Request for Supplemental Undergraduate Research Funds

The College of Engineering (COE) Supplemental Undergraduate Research Funds (SURF) Program provides supplemental funds to undergraduate students working on Faculty sponsored research projects during the academic year (Sept. – May). The program provides a \$2 match for every \$1 of Faculty sponsored support for a maximum of 10 hours/week. **All information must be filled out prior to Dean's signature.**

Note: If this student has never worked at BU, s/he will need to see the departmental payroll coordinator to complete verification of employment (Form I-9) and tax form (W-4).

Student Name: _____ ID# _____

Major: _____ e-mail: _____ Local Phone: _____

Local Address: _____

Start date: _____ End date: _____

Circle one: U1(Freshmen) U2(Sophomore) U3(Junior) U4(Senior)

COE Job Experience: 1yr 2 yrs 3yrs 4yrs

Faculty sponsor: _____

Source of funds (grant #) _____

Brief summary of research project and student's role:

Student's Signature: _____ Date: _____

Faculty's Signature: _____ Date: _____

Chair's Signature: _____ Date: _____

Dean's Signature: _____ Date: _____

For office use only :

	<u>Unit</u>	<u>Dept.</u>	<u>Obj</u>	<u>Source</u>	<u>%of Wage</u>
COE Fund	024	040	0908	3586-3	33.34%
Department	024	_____	0908	_____	33.33%
Grant	024	_____	0908	_____	33.33%