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**Application for undergraduate research internship (to be completed by student)**

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| **Student’s details** | |
| Surname: | Forename(s): |
| Department: | Contact email: |
| Year of study: | |
|  | |
| **Personal skills** | |
| *Briefly describe your personal skills, showing how you are suitable for a research assistantship. (max.300 words)* | |
|  | |
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| **Do you have any specific needs that should be accommodated** | |
| *The LSE is committed to supporting all students and we only ask that you share these needs so that we can better support you. Comments made here will NOT affect your eligibility for the role.* | |
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|  | |
| **Declaration** | |
| *I have read the ‘Guidance for prospective research assistants’ and the internship guidance and confirm that I am aware of my role and responsibilities.* | |
| **Signed:** | **Date:** |

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| **Approval** | |
| *Clearly indicates a research role suitable for UGRA* |  |
| *Information provided adequately indicates how the UGRA will be supported* |  |
| **Approved:** | |

**Guidance for prospective research assistants**

Undergraduate Research Assistant (UGRA) awards are limited to undergraduate students currently registered at the London School of Economics and Political Science (LSE)

* The research project should be well-thought out and able to support appropriate undergraduate research.
* The project should support the UGRA in the development of their critical thinking.
* The project should have a clear goal.
* The UGRA should be able to produce a tangible output of their work.
* There should be support in the understanding of relevant research methodologies for the UGRA.
* There should be clear mechanisms for keeping UGRAs up-to-date with their progress.
* UGRAs are expected to make a time commitment of up to 100 hours although it is recognised, as in all research, that flexibility will be required in the context of specific projects.
* UGRAs should not be expected to undertake more than 25 hours activity per week.
* The Supervisor will be responsible for the conduct of the work.
* The Supervisor must ensure that ethical approval is in place before the work begins.