

**Department of Chemistry
Columbia University
NSF REU Program
Online Application Form Guide**

Please read through this application guide carefully to prepare yourself to answer the questions in our online application form. The form consists of 8 pages. You will need to enter information into 7 of these pages.

Page 1

On this page we request your contact details. Please ensure these details are entered correctly so that we can contact you if any clarification is required about your application.

You will also be asked if you are a US citizen or permanent resident. Some personal information is requested though filling out this section is optional.

Page 2

Please provide details of the college/university in which you are currently enrolled. We request the name of the institution and basic address details, the dates of your attendance and years of college completed. Your expected graduation date is also required along with your major and GPA. Please also provide details of previous institutions if applicable.

Page 2 and 3

We would like to know which science courses you have completed at your institution. Please list the chemistry courses first (course name and number and the grade received for each completed course. Please also list the chemistry courses you will be taking in spring 2010. For grade received, please type in IP for course in progress. Please also list mathematics, physics, biology and any other science courses in the appropriate sections.

For example:

	Chemistry Course Name & Number(s)	Number of Terms Taken	Grade(s) Received
1	C1403-1404 General Chemistry	2	A, A-
2	C3079 Physical Chemistry	1	IP

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We would like to know which areas of chemistry interest you and which of our faculty members research is of most interest. Please refer to the research group web pages on the Department of Chemistry website to familiarize yourself with the research being conducted within our Department before answering this question.

<http://www.columbia.edu/cu/chemistry/misc-pages/grouplist.html>

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Please give contact information for two people who will provide letters of recommendation on your behalf. The information required for each reference is name, title, institution, postal address, email address and telephone number. It is your responsibility to request that letters be sent to us by these references. Letters must be prepared using the online Letter of Recommendation provided at our website:

<http://www.columbia.edu/cu/chemistry/undergrad/REU/index.html>

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This is where you indicate if you accept or reject the waiver.

"I hereby grant the NSF-REU program permission to use the information I have provided here, with the proviso that none of this information about me will be accessible to anyone other than the qualified researchers performing the aggregation of information from all applicants and the statistical analysis of that aggregate data, and that these researchers will not report, disclose, or publish any specific information about me individually."

Your willingness to participate in this statistical survey will aid the development of this federally funded program. However, your acceptance or rejection of this waiver will in no way affect consideration of you for admission to our REU program.

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We ask that you provide a personal statement (up to 800 words) that describe your reasons for wanting to participate in our REU program, your research interests and research experience, and your post-graduate career plans.

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This is the final page of the online application and gives details of when you can expect to be notified.

If you have any questions about the application form, please email Dr. Vesna Gasperov (vg2231@columbia.edu).