Guidelines for Obtaining Research Credit or Research Distinction

The Miller School of Medicine encourages all medical students to participate in a research activity during their medical education. Students are eligible to receive Research Credits and to graduate with Research Distinction as a result of their efforts. Students must specifically apply for credits or to graduate with research distinction or for both of these award mechanisms. **The Medical Student Research Committee** has the responsibility to review and approve a student's request for Research Credits and Research Distinction. The following describes the general guidelines and the application process for the award of Research Credits and/or Research Distinction.

1. **Students must submit a letter specifically requesting research credit, distinction or both, with a brief justification of the request.**

2. **The research must be performed at UM or other academic institutions approved by the committee while the student is enrolled as a medical student.**

3. **Students can apply for credits and distinction with the same research project.**

4. **Only hypothesis driven research will be considered for credits and/or distinction. Specifically, the project must test a formal hypothesis.**

5. **MD/PhD, MD/MPH and other dual degree students are eligible for research distinction and may apply for credit. However, only research unrelated to their dissertations and capstone projects will be considered for credit/distinction and students must clearly demonstrate the research for credit/distinction is distinct from their dissertation/capstone projects. It is preferable to do the credit/distinction research with a different mentor in an unrelated field from the dissertation/capstone research.**

6. **Two or more students may share the same research mentor, but must have distinct, unique projects to be considered for credit and/or distinction (distinct hypotheses).**

7. **February 1st and May 15th are the two the deadlines for research submissions with announcements of awards made on March 15th and July 15th respectively. Seniors may only submit on February 1st of their senior year, but are encouraged to submit prior to ensure an opportunity to resubmit if necessary. These deadlines are firm and requests for research credit/distinction submitted after these deadlines will not be considered by the committee until the next submission cycle.**

8. **Incomplete application will not be reviewed. All required components of the research submission must be turned in by the deadlines above.**

Research Credit

1. In general, 40 hours of research effort is considered approximately 1 credit hour provided that the appropriate type of research participation has occurred. A maximum of 4 credit hours can be awarded.

2. A 250-500 word abstract and a short paper are to be submitted by the student at the end of the project. This paper is authored by the student who did the work and should be between 3 and 15 double spaced pages, not including references. The paper needs to discuss the hypothesis, the methods, the results, the implications and the conclusions of the research project.

3. A letter of support from the mentor is required. The letter should evaluate the student’s work on the project and clearly state the faculty member’s involvement in the project and the amount of time, i.e. number of hours (120 hours for example), the student committed to the project.

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Research Distinction

1. The project may be done in either a basic science or clinical discipline. The student may **not** simply carry out a survey, data collection, write a paper on collected data for a faculty member or review others’ opinions.

2. A minimum time commitment of at least 3 months of full-time activity is required and must be documented in the mentor letter. The activity can be spread out over medical school training.

3. Research results and conclusions must be presented at a meeting such as the Eastern Student Research Forum or other national meeting. Documentation as proof of presentation (e.g. email confirmation or abstract booklet) is required. An Oral or Poster presentation is acceptable.

4. The student must write a detailed research paper as the sole author. The research paper submitted to the committee must be composed of a title page, a 250-500 abstract, an introduction with hypothesis and specific aims, a material and methods section, a results section, a discussion section, a bibliography of cited literature section, figure captions, figures and tables that illustrate the collected data and observations of the study. The paper should be 8-20 pages (double spaced) not including references, figures and tables. Published papers and reprints can be submitted as an appendix to the medical student’s paper but are not sufficient for distinction.

5. A letter of support for research distinction from the mentor is required. The letter should critically evaluate the student’s work on the project, clearly state the faculty member’s involvement in the project, the mentoring process and note the time commitment in months (ex. 3 months) for the student’s project.

6. All papers, abstracts and presentations submitted for research distinction **must** have the same project title.
### Research Requirements for Research Credit and Research Distinction

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<tr>
<th>Requirements for Research</th>
<th>Credit</th>
<th>Distinction</th>
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<tbody>
<tr>
<td>1. Time for research</td>
<td>40-160 hours</td>
<td>3 months</td>
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<td>2. Location of research</td>
<td>Generally @ UM</td>
<td>Generally @ UM</td>
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<td>3. Short paper on research evaluated by the Research committee (see details above)</td>
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<td>4. Detailed paper on research evaluated by the Research committee (see details above)</td>
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<td>5. Evaluation of student performance from mentor</td>
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<td>6. Letter of support from mentor</td>
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<td>7. Research to be presented at ESRF or another national or international research meeting (poster or oral presentation)</td>
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ALL DOCUMENTS SHOULD BE SUBMITTED TO THE OFFICE OF MEDICAL CURRICULUM (Julie Johnson, Tel. 305-243-6180, RMSB, rm. 2187)