

**University of California, Los Angeles**  
**Interdepartmental Undergraduate Program for Neuroscience**

**FIRST QUARTER DIRECTED/HONORS RESEARCH**  
**199A/198A INFORMATION**

The purpose of a Directed/Honors Research course in Neuroscience is to provide the opportunity for students to integrate theoretical concepts with practical implementation in a special area of interest, and to develop the skills and knowledge essential for independent inquiry.

After you have read the policies governing 199AB/198AB courses (see below), please use the checklist and instructions on the next page to format your research capstone proposal. Submit the proposal and accompanying documents, the “Directed/Honors Research” petition (downloaded from MyUCLA under contract courses) and the Faculty Sponsor Information sheet, both signed by your faculty advisor, to the Undergraduate Advisors via [Bruin Learn](#) **no later than Friday of the FIRST WEEK** for the quarter in which the 199AB/198AB credit is to be granted. After approval by the Chair of the Undergraduate Curriculum Committee, you will be enrolled directly in the course. **Incomplete submissions or proposals which do not follow the outlined format will be returned without approval.**

**NOTE: THIS IS A *PETITION* AND APPROVAL IS NOT GUARANTEED!**

**NEUROSC 199/198 Research Contract Regulations:**

- Limited to Neuroscience majors and minors – NEUROSC 198AB is limited to students pursuing the Departmental Honors Program (<https://www.neurosci.ucla.edu/program/departmental-honors/>)
- Mandatory prerequisites are a grade of C- or higher in NEUROSC M101A (or equivalent) and at least one quarter of [SRP-99](#) or a [departmental 199 research contract](#) in the same lab.
- Must enroll in two consecutive quarters of NEUROSC 199AB or 198AB to fulfill this capstone requirement.
- The sponsoring faculty member must have an [Academic Senate title](#), and the project must be Neuroscience-related
- A maximum of four (4) units of NEUROSC 198/199 may be taken per quarter, and a maximum of eight (8) units may be applied to the major or minor. (UCLA limits students to 32 units of this type of coursework).
- A student must not be on Probation or Subject to Dismissal during the quarter prior to enrollment in the NEUROSC 199A/198A contract
- A student with an outstanding Incomplete in a 198/199 may not register for another 198/199; only 199A/198A are graded on an “In Progress” basis.
- A student must spend at least 12 hours per week in the lab for a research capstone contract

**NEUROSC 199/198 Research Contract Expectations:**

- A copy of your research report must be submitted to the Neuroscience Undergraduate Office via the [Bruin Learn](#) site by Friday of Finals Week each quarter.
- This report must be signed by the sponsoring faculty member, so be sure to give him/her your paper with time for review (in case there are revisions to be made before submitting to the Neuroscience Office).
- After the first quarter of a 198/199 commitment, a brief (3-5 pages) “Status Report” on your project, outlining the work completed that quarter (including statement of hypothesis and significance and literature review) and the work planned for the next one, and signed by your faculty advisor.
- After the second quarter of a 198/199 commitment, a complete report is due. It must be in standard scientific format and include title, abstract, introduction, materials and methods, results, discussion, and literature cited. The text of the report must be at least 7 double-spaced, typed pages for a 199B and 10 pages for a 198AB thesis. (These are minimum requirements; it is expected that the report will actually be longer and include figures.)
- Students are required to participate in the Neuroscience Undergraduate poster session prior to graduation. The poster session occurs annually each May.

## NEUROSC 199A/199B Checklist and Proposal Outline

All of the following items must be completed and uploaded to the [Bruin Learn](#) submission website as one (1) PDF document no later than 4:00 p.m. PST on Friday of Week 1 of the quarter.

### NEUROSC 199A or 198A Research Contract

- Download from [MyUCLA](#) > Classes > Contract Courses
- Under “Project Description,” write “see attached”
- Under “Evidence,” write “A status report at the end of this quarter and continued research in NS 199B or 198B in the consecutive academic quarter”
- The “Faculty Mentor’s Department Chair Signature” can be left blank; the Undergraduate Advisors will obtain it on your behalf once your research proposal is approved.
- Sign at the bottom of the contract and then send the research contract to your faculty advisor/PI to obtain their signature.

### Faculty Sponsor Form

- Please select the faculty sponsor form that is relevant to your research capstone contract ([NEUROSC 199AB](#) or [NEUROSC 198AB](#))
- Complete this form, sign at the bottom, and then send it to your faculty advisor/PI to obtain their signature
- PLEASE NOTE: Student pursuing NEUROSC 198AB must also list a second faculty reader on their faculty sponsor form who will review their honors thesis at the end of NEUROSC 198B.

### Laboratory Safety Fundamental Concepts Course (documentation of course completion)

- Include proof of completion of the [laboratory safety fundamental concepts course](#) if your contract requires it (it will say “safety training” at the top of your MyUCLA contract)

### Faculty Directory Information

- Please provide a screenshot of the [UCLA Directory](#) page for your faculty advisor/PI to confirm that they hold an [Academic Senate title](#) (which is a requirement for them to oversee your research capstone).

### Proposal Outline (fill in the information below)

- **Applicant Information:**
  - A. Name:
  - B. Student ID Number:
  - C. E-mail Address:
  - D. Completed NEUROSC M101A in (quarter/year):
    - a. Grade in NEUROSC M101A:
  - E. Completed and passed SRP-99 or SRP-199 in this lab (quarter/year):
    - a. *If you took SRP-99 under a different sponsor, but in the same lab, please attach either a lab roster listing both sponsors or a note signed by the faculty sponsor saying that your SRP-99 was completed in their lab.*
  - F. Number of hours per week working in the laboratory:
  - G. Year in School (3<sup>rd</sup> or 4<sup>th</sup>):
  - H. Degree expected term:
  - I. Overall GPA and Overall Units Earned:
  - J. Major GPA (all upper division courses taken for major):
    - a. *If not listed on your DARS, calculate your major GPA using all of the upper division courses taken for the major. Multiply the course units by the grade points received (A = 4.0, A- = 3.7, B+ = 3.3, B = 3.0, etc.). Add the total points for the upper division major courses and then divide by the total amount of units.*
    - b. *If your major GPA is less than a 3.0, please have your faculty mentor email us, [neurosci@ucla.edu](mailto:neurosci@ucla.edu), a brief 2-3 sentence statement of support for your participation in the lab.*

- **Overview: Please demonstrate that your research satisfies both the purpose of 199/198AB courses (see first paragraph) and is suitable to be completed under the Neuroscience department.**
  - A. Description of Project Topic
  - B. Data
  - C. Planned Analyses
  - D. Hypothesis/Expected Results
  - E. Relationship of Project to the field of Neuroscience
  - F. Student Participation - description of student's direct involvement in research project



