

**University of North Carolina at Chapel Hill**  
**Department of Exercise and Sport Science**  
**Policies and Guidelines for Undergraduate Research Course**  
**EXSS 395**

1. Purpose: The research course provides a mechanism for a student to work on a specific project with a faculty member for academic credit. This avenue provides students with the opportunity to explore exercise and sport science research in more depth than is incorporated in the major coursework.
  
2. General Information
  - This course is a variable credit course; it can be taken for one, two or three credits.
  - The last day of “late registration” (the end of the first week of classes) is the last day to be added to EXSS 395.
  - The university limits enrollment in independent study courses to 12 total credits in an undergraduate career.
  - This course is a “by permission only” course. Only the Director of Undergraduate Research (currently Dr. Petschauer) may approve a student for admission to the course.
  - A final written paper (the standard used for courses fulfilling General Education requirements is a minimum of ten pages) is required.
  - Faculty Information:
    - Only full-time EXSS faculty are eligible to supervise a research course.
    - The faculty member is required to establish a regular meeting schedule with the student doing the research and it must be maintained throughout the length of the course.
    - Faculty are required to provide enough hours with research to meet the hours requirement in the learning contract.
    - Faculty must grade the final paper and submit that grade on connect Carolina.
  
3. Course Prerequisites
  - Two or more 'relevant' EXSS courses completed.
  - Prerequisite course relevancy is determined by the faculty supervisor of the directed study in question.
  - Any year is appropriate.
  
4. Registration Timeline
  - Student must secure an EXSS faculty member with whom to work on the research project.
  - IF the faculty member agrees to work with the student, then an EXSS 395 application and learning contract is developed. It is expected that faculty would guide the student during this process.
  - In order to register for the class, the student and faculty member must submit an EXSS 395 application and Learning Contract form to Dr. Meredith Petschauer as soon as possible—although preferably this would occur prior to the start of the semester. (Note: The deadline for submission of the application and contract are the first day of class. This is not flexible!) The student will be added upon review and approval of the application and learning contract. No one will be added to EXSS 395 after the end of the first week of classes.

## 5. Credits and Hours

- The *University of North Carolina Policy Manual*, section 400.1.6 (adopted 7/12/1996, amended 07/01/07) states: “All UNC campuses must ensure that every course offered for academic credit adheres to the standard of a minimum of 750 scheduled minutes of instructional time or the equivalent per credit hour. The time may include required examination periods, but may not include study days.”
  - For research study, an equivalent is necessary. UNC General Administration, UNC-Chapel Hill, and the Federal definition of credit hour specify that an equivalent amount of work must be established for courses where the contact minutes do not apply), among them laboratories, internships, studio work, and independent studies.
- Students should expect to devote a minimum of 3-4 hours each week to for one credit hour, 6-9 hours for 2 credit hours and 10-12hours for 3 credit hours. Students must log their hours.
- Students approved to do the research course are expected to be self-motivated and largely self-directed. Faculty members supervising a research student must meet on a regular basis throughout the semester with each student pursuing an independent study under their direction.

## 6. General Course Content Requirements: The student puts in the recommended amount of time for the appropriate credit hour designation (1-3 credits) as listed above. The actual nature of the research is determined by the student and the faculty advisor. The EXSS 395 Learning Contract form includes the following descriptions of the course content:

- Hours per week (e.g., 10-12 hours per week if 3 credit hours)
- Meeting requirements (e.g., individual meetings, lab meetings, etc.)
- Reading assignments (and due dates, if relevant)
- Written assignments (page requirements/limits and due dates, if relevant)
- Other assignments (please describe)
- Assessment (e.g., % of course grade based on each requirement) including final examination (or alternate format)
- Other information