

Undergraduate Research Portfolio

# What is it? The Benefits of an Undergraduate Research Portfolio

The exploration and invention of new ideas is at the heart of the university. The Undergraduate Research Portfolio sponsored by the College of Liberal Arts encourages you to participate in research—and become part of this analytical and creative activity at UMass Boston. The Undergraduate Research Portfolio gives you the opportunity for high quality faculty/student intellectual exchange by helping you to learn about and participate in research in your field.

The Undergraduate Research Portfolio is also a flexible way to participate in research; you use your major’s coursework and research opportunities to craft a sequence of research experiences that works for you. The Undergraduate Research Portfolio is noted on your transcript and can offer you advantages on the job market and in the graduate school application process. The portfolio can be completed in one year or up to three years.

To schedule an orientation please contact [**Rafael.Jaen@umb.edu**](mailto:Rafael.Jaen@umb.edu)

# How do I do it? The Requirements

1. Must have **30 Credits in residency or transfer** to participate in the Undergraduate Research Portfolio.
2. Attend a **Program Orientation Seminar**, run out of the CLA Dean’s Office (monthly schedule). Register and receive the Undergraduate Research Portfolio Form to track participation.
3. Complete a **Research Methods Course** or equivalent (as defined by your major), earning a grade of “B” or higher.
4. Participate in a **Research Assistantship** (or mentored field experience) with a professor for credit through a **Capstone, Independent Study, or Internship Course,** earning a grade of “B” or higher. Complete and submit a 3-4 page **Research Statement**, a 3-4 page **Reflection Statement**, and an **Annotated Bibliography** for this research. (Your major defines these research courses; you can petition for undergraduate and graduate courses to count as research intensive.)
5. Create a **Research Portfolio** with evidence of the following:
   1. Attendance at 2 or more **research forums** (faculty talks, colloquium, visiting speakers) on campus. Evidence of participation is your notes and a selfie at the event.
   2. Participate in a **national, regional, on campus, or departmental research conference** by giving a talk or a poster. Examples include UMass Amherst’s Undergraduate Research Conference or a departmental Research Day.
   3. Completion of the **CITI Training** program online

***Once your portfolio is submitted to the CLA Dean’s Office, you will receive an asterisk on your transcript with a note stating you completed the UMass Boston Undergraduate Research Portfolio***

(<https://www.citiprogram.org/>).

1. Go to Login
2. Register
3. Enter University of Massachusetts Boston
4. Agree to conditions
5. Go to Human Subjects
6. Select Social & Behavioral Research Investigators and Key Personnel - Basic Course
7. SBE module
   1. A written **research statement, annotated bibliography, and reflection statement,** accompanying your submission of the completed Undergraduate Research Portfolio Form.