



Center for  
**EUROPEAN STUDIES**  
at the University of Florida

## CES Research Fellow Program Overview

### Program Objective:

The Center for European Studies' **CES Research Fellows program** is a research assistantship initiative that pairs undergraduate students with CES faculty members who are interested in working with students on current research projects. The program provides a unique opportunity for students to gain **research experience** while learning the **research methodologies** of various academic disciplines and approaches. Research opportunities with the Center are available in both the **social sciences** and **humanities** fields, allowing students from a range of departments the chance to gain experience that will prepare them for future academic pursuits whether it be the University or CLAS Scholars programs, an honors thesis, or graduate school.

Students will gain hands on research experience in one of the wide range of projects currently pursued by CES faculty. In addition, students will gain a deeper understanding of research methods, practice in public speaking through the end-of-term workshop presentations, networking skills from monthly meetings with faculty and professionals in academics, and improved analytical proficiency through reviews and critical analysis of program-related talks and panels.

### Course Credit:

Students participating in the Research Fellow program will receive **EUS 4911** credit. The class is taken for 3 credit hours<sup>1</sup>, depending on the weekly hours required by the faculty member and student needs.

Faculty supervisors are responsible for identifying weekly research requirements for their project and the weekly hour requirement will be listed with each faculty project. Students cannot be paired with a faculty project that requires more hours than they are enrolled for (based on the credit hours). If a project requires more work at the beginning or end of project, prior approval to adjust weekly hours must be acquired from the program director. It is the responsibility of both the student and faculty to keep track of research hours and ensure students do not exceed maximum hours.

3-credit – 9 weekly hours\*

*\* Hours include independent research, weekly meetings with faculty supervisor, and any project related activities (e.g. monthly cohort meetings, talks, end-of-term workshop).*

---

<sup>1</sup> A zero-credit option is also available for students who wish to participate, but do not wish to earn credits or pay for credits. However, if taken for 0 credit hours, in general the course would not count towards a degree program. Students taking the class for no credit are still expected to complete the same number of weekly hours as students receiving credit.

**Faculty-Student Pairings:**

Students can be paired with a faculty supervisor by:

1. Completing the Research Fellow program application and entering an open pool for faculty to select from, **OR**
2. If a faculty has already agreed to take on a student for the Research Fellow program, the student can submit a shortened application form that requires the signature of both the student and faculty agreeing to work together and confirming the credit hours/weekly hours.

The program director, in consultation with faculty, will assign students from the open pool to faculty projects. Once the student and faculty have confirmed the match, they will need to submit a form confirming they have agreed to work together and understand the weekly hour requirements. CES cannot guarantee that all applicants will be assigned to a faculty project or that all faculty projects will be assigned a student.

**Supervision**

Faculty supervisors and students should meet weekly to discuss the research progress, updates, and assign tasks. At the beginning of the semester, faculty and students should arrange an initial meeting to introduce the research question, methods, and expectations for the semester. Faculty should keep track of progress made, areas for growth, and student strengths. It is the goal and expectation of the program that students will develop strong research skills, make faculty connections, and that faculty will serve as mentors for the students not only during the semester, but for future academic and career pursuits as well.

**Progress Reports**

Research Fellows and faculty must submit separate progress reports halfway through the semester (date will be set each semester and circulated to students and faculty) and the last day of classes. The progress reports will review the collaboration between the faculty supervisor and research fellow, the progress made on the research, and comments on the work products to date. Progress reports will be factored into the final grade.

**Fellows Meetings**

Research Fellows are required to attend monthly meetings of all fellows with the program director to discuss research progress, challenges and obstacles encountered, and address any questions or concerns. Special guest speakers and presentations will be made to highlight awards, fellowships, and other programs of interest to students.

In addition to the monthly meetings, research fellows must attend at least one CES talk, panel, workshop, etc. a semester. The selected event should be chosen keeping in mind the research project. Students will submit a one-page review of the event that discusses the talk or panel's research question or central concept, research methods, and conclusions. Students should critically engage with the material addressing strengths and weaknesses of the arguments made.

Attendance at the meetings, participation at one CES event, and the written summary are part of the overall grade for fellowship.

### Final Presentations

At the end of the semester, research fellows are expected to present the research they have completed with their faculty supervisor over the course of the semester. The presentation provides an experiential learning opportunity for students to gain experience in synthesizing and presenting research for an academic audience, and answering questions on their findings. Additional information on the presentations will be provided during the first meeting of the semester. The presentations will factor into the final grade.

### European Union and East-Central European Studies Credit

Research fellows can receive the following credit towards one of the CES degree programs with **prior approval**, and only when the assigned research fits the curricular needs of the program:

#### *East-Central European Studies*

	<b>Credit</b>	<b>Requirements</b>	<b>Notes</b>
Elective Course	3	20% of research content must focus on East-Central Europe	Certificate students must complete 6 elective credits Minor students must complete 9 elective credits

#### *European Union Studies*

	<b>Credit</b>	<b>Requirements</b>	<b>Notes</b>
Core Course	3	75% of research content must focus on the EU (cannot focus on a member state without EU context)	Certificate students must complete 3 elective credits Minor students must complete 6 elective credits
Enhanced Course	3	20% of research content must focus on the EU (cannot focus on a member state without EU context)	Certificate students must complete 6 elective credits Minor students must complete 9 elective credits
Capstone Experience	0-3	Extracurricular activity that provides an experiential learning opportunity in addition to degree coursework. Must have more than 50% focus on the EU	Minors only

**Grading**

60 points – Faculty supervisor research progress reports and final comments

20 points – Research presentation

10 points – Attendance at CES talk and written summary

10 points – Attendance at monthly fellows meetings

Total – 100 points

**For more information**

If you have any questions about the program, please contact the Research Fellows program director, Corinne Tomasi ([corie@ufl.edu](mailto:corie@ufl.edu)).