

How to register for undergraduate research in Plant Science

(BTNY 29800 or BTNY 49800) Supervised individual laboratory or field research

1. Contact a BTNY faculty research instructor that you are interested in researching with to discuss the research opportunity and plan your research project:
 - Determine the type of research: BTNY 29800 or BTNY 49800
 - BTNY 29800 is for Freshmen and Sophomore students (up to 3 credits)
 - BTNY 49800 is for Junior and Senior students or students who have completed 3 credits of BTNY 29800
 - Define the project title, hypothesis, description of research methods, and number of hours for the semester
 - (1 credit hour = 3 hrs in the lab/week for regular semester; 6 hrs/week for summer semester)
2. Email Darcy (darcyalen@purdue.edu) with the name and email of your research instructor
3. Darcy will send you the research application as a DocuSign form to complete. You must complete all of the required fields and sign it, then the document will be emailed to your research instructor to comment and sign.
4. In the meantime, **during open registration** Use Scheduling Assistant to register for BTNY 29800 or BTNY 49800 with the Course Reference Number (CRN) assigned to your research instructor (CRN is available in myPurdue > Look Up Classes); you will need to request an override for permission from department. Please comment with the number of credits you are planning to complete. (This process is not available during preregistration)
5. Once your research instructor electronically signs the application, it will be sent to Dr. Mickelbart (undergraduate department chair) for departmental approval. If it is not approved, Dr. Mickelbart will email you with the additional information needed, and you will need to begin the process again at step 2.
6. Once your application is approved by the department, your application will be sent to Darcy to be filed. Darcy will approve your override request to register and you need to confirm your registration in Scheduling Assistant. **IF YOU ARE COMPLETING MORE THAN ONE RESEARCH CREDIT**, you will need to adjust the number of registered credits. Here are instructions on how to adjust your credits: <https://www.youtube.com/watch?v=hYvXSCEVXx8>

Please contact Darcy Allen darcyalen@purdue.edu with any questions about this process.