REU DATA SYSTEM SCREENSHOTS FOR COMMON APPLICATION

- Applicant module
- Principal Investigator module
- Reference letter form
A. Common application screenshots: Applicant module

The purpose of this document is to show how students use the REU Data System to submit applications to up to 10 Sites participating in the REU program.

1. Home page

Applicants access general information about the REU program and the application process through the home page.
2. Login page

Applicants select “register” under the Students header to access the login page.

Login

Students

Use the REU Data System to:
- Log in and provide background information or apply to an REU Site
- View and update your information
If you are a new user, please register to obtain your REU ID.

Principal Investigators/Designees

Use the REU Data System to:
- View, print, and download applicant data
- Enter admissions decisions and participation information
- Access data reports
If you are a new user, please register to obtain your REU ID.

Administrators

Use the REU Data System to access data reports.
If you are a new user, please register to obtain your REU ID.
3. Create an account

Applicants enter required information to set up their accounts.
Password

Confirm Password

Password length must be between 8 and 20 characters. The password must meet the following requirements:
1. At least one lowercase letter
2. At least one capital letter
3. At least one number
4. At least one of the following special characters: #, &, %, !, @, (, )

Please answer a few security questions.
These may be used in the future to retrieve your REU ID or password.

What city would you most like to visit?

Who is your favorite person?

What was your favorite teacher's name?

What is your favorite movie?
4. Rules of behavior and notice

Applicants review the rules of behavior and the notice shown on the screen before selecting “SUBMIT,” which signals that they both accept the rules of behavior and acknowledge the notice. This action will generate an email that will be sent to each applicant with their REU ID.

Rules of Behavior

This computer system is the property of the National Science Foundation (NSF) of the Federal Government. Any system activity may be monitored and any information stored within the system may be retrieved and used by authorized personnel for law enforcement, management, routine system operations, or other purposes. By using this computer system, you are consenting to such monitoring and information retrieval and use.

Unauthorized use of the system, including disclosure of information covered by the Privacy Act or other sensitive information, or attempts to defeat or circumvent security features, is prohibited and could result in disciplinary action, civil and/or criminal penalties. Users should be aware that they have no expectation of privacy when using the NSF-provided computer system (including any removable media used in conjunction with the system), accessing the Internet, or using electronic mail systems.

All information maintained within or retrievable through the NSF computer system, including electronic mail files, may be reviewed and retrieved by the Department of Homeland Security; NSF officials who have a legitimate reason to do so when authorized by the Director or Deputy Director; or by the Inspector General.

By clicking “Submit,” I certify that I have read and accept the Rules of Behavior.

Notice

An agency may not conduct or sponsor, and a person is not required to respond to, an information collection unless it displays a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3145-0248. Public reporting burden for this collection of information is estimated to average 0.5 hours for applicants to register and 12 hours to submit an application, including the time for reviewing instructions, burden estimates for principal investigators is 0.5 hours to register and 8.9 hours to record admissions decisions and program attendance. Send comments regarding the burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to:

Suzanne Plimpton
Reports Clearance Officer
Division of Administrative Services
National Science Foundation
Alexandria, VA 22314

Please note that information provided through the REU Data System will be used for admissions decisions, audits, and research and evaluation purposes. All applicants’ information will be maintained in accordance with the requirements of the Privacy Act of 1974. No personal information will be released to the public.

CANCEL SUBMIT
5. “Your progress” page

Applicants view their progress by selecting “YOUR PROGRESS.”
6. Personal information

Applicants provide additional personal information in step 1. The information already provided through the login page will pre-populate automatically.
Contact Information

Primary email address

[Input field]

Edit

Alternate email address

Please provide another email address. This should be a non-university email address that you are likely to retain after graduation.

Cell phone number

Please provide a current mobile phone number where you can be reached in case we need to contact you regarding your application.

Current Mailing Address

Country

(Please select)

Street address 1

Street address 2

City

Region

Zip code
Permanent Mailing Address

☐ My parents reside at separate addresses

Parents’ contact information

Country
(Please select)

Street address 1

Street address 2

City

Region

Zip code

☐ This is my permanent address

Other Contact Information

Please provide links to any of the following social media you have. We will only use your social media to follow up with you in the future.

Facebook

LinkedIn

Twitter
7. **Demographic information**

Applicants provide demographic information in step 2.

---

**NSF seeks to increase participation in its activities among groups that are under-represented in science and engineering, such as women, minorities, people with disabilities, veterans, and others.**

**Help NSF measure progress in achieving this goal** by providing the demographic information requested below. Collection of this information is authorized by the NSF Act of 1950, as amended.

*Providing demographic information is voluntary and is not a precondition of award.* On grounds of race, color, age, sex, national origin or disability, no person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving financial assistance from NSF.

Please provide the following information about yourself.

**Race**

Select one or more

- American Indian or Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- I do not wish to provide this information

**Ethnicity**

Please select one of the following

- Hispanic or Latino
- Not Hispanic or Latino
- Unknown
- I do not wish to provide this information
Gender

Please select one of the following:
- Male
- Female
- I do not wish to provide this information

Veteran Status

A veteran is "a person who served in the active military, naval, or air service and who was discharged or released under conditions other than dishonorable" (38 CFR).

Please select one of the following:
- Yes
- No
- I do not wish to provide this information

What is the usual degree of difficulty you have with...

This question is designed to help us better understand the career paths of individuals with specific functional limitations.

Mark one answer for each item.

<table>
<thead>
<tr>
<th>Question</th>
<th>None</th>
<th>Slight</th>
<th>Moderate</th>
<th>Severe</th>
<th>Unable to do</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEEING words or letters in ordinary newprint (with glasses/contact lenses, if you usually wear them)?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEARING what is normally said in conversation with another person (with hearing aid, if you usually wear one)?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WALKING or using stairs without human or mechanical assistance?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LIFTING or carrying something as heavy as 10 pounds, such as a bag of groceries?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CONCENTRATING, REMEMBERING, or MAKING DECISIONS because of a physical, mental, or emotional condition?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I do not wish to provide this information
8. Current enrollment
Applicants provide information about their current studies in step 3.

Current Enrollment Information

College or University

The institution at which you are currently enrolled for most of your courses.

Name

Geographical

College or university

I cannot find my institution on the list
I am not currently enrolled at a college or university

Enrollment Status at This College/University

Please select one of the following

- Full-time
- Part-time
- I am not currently enrolled

Degree Program at This College/University

Please select one of the following

- Associate's degree
- Bachelor's degree
- Other degree
- None of the above I am just taking courses
**Primary Field of Study at This College/University**

Please select one of the following:

- Agriculture Business and Production
- Agricultural Sciences
- Architecture/Environmental Design
- Biological/Life Sciences
- Business Management/Administrative Services
- Communications
- Computer and information sciences
- Conservation and Renewable Natural Resources
- Criminal Justice/Protective Services
- Education
- Engineering
- Engineering-Related Technologies
- Languages, Linguistics, Literature/Letters
- Health and Related Sciences
- Home Economics
- Law/Prelaw/Legal Studies
- Liberal Arts/General Studies
- Library Science
- Mathematics and Statistics

**Expected Date of Bachelor’s Degree Completion**

If you are enrolled in a 4-year institution, or you are enrolled in community college and plan to transfer to a 4-year institution, please enter the date that you expect to graduate from the 4-year institution with a bachelor's degree.

Completion date (MM/YYYY)

I do not intend to complete a bachelor's degree

**Class Standing in College/University as of July 2019**

Please select one of the following:

- Incoming freshman
- Freshman
- Sophomore
- Junior
- Senior
- 4th year of a 5-year program
- Other, please explain:
  - Teacher applying to Research Experiences for Teachers (RET) in Engineering and Computer Science program

[SAVE]  [SAVE AND CONTINUE]
9. **Additional information**

Applicants provide additional information in step 4.

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### Additional Information

**How are you financing your undergraduate degree(s)?**

When answering this question, please consider the financing for the cost of tuition, room and board, fees, books and supplies. Mark one response per row.

- Not applicable: I am not enrolled in an undergraduate program or studies
- I do not wish to provide this information

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial assistance from parents, spouse, other relatives: not to be repaid</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial assistance from your employer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial assistance from the Veterans Educational Assistance Act</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans from parents or other relatives: to be repaid</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans from the school you attended, banks, federal or state government</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition waivers, fellowships, grants, scholarships</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistantships or work study</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Earnings from employment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal savings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (specify)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
What is the highest level of education completed by your parents or guardians?

Mark one item for each parent or guardian.

<table>
<thead>
<tr>
<th>Education Level</th>
<th>Mother or female guardian</th>
<th>Father or male guardian</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than high school completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High school diploma or equivalent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Some college, vocational, or trade school (including 2-year degrees)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor's degree (e.g., BS, BA, AB)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master's degree (e.g., MS, MA, MBA)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional degree (e.g., JD, LLB, MD, DDS, DVM)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doctorate (e.g., PhD, DSc, EdD)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I do not know</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I do not wish to provide this information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not applicable</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Which of the following best describes your parents' or guardians' occupation?

**Mother or female guardian**

(Please select)
Father or male guardian
(Please select)

How did you hear about the REU program?
Select all that apply
- Professor
- Friend
- Internet
- Career fair
- Other
- I do not wish to provide this information

To which discipline of the REU program are you applying?
Select all that apply
- Biological sciences
- Engineering
- Mathematical sciences
- Earth sciences
10. **Site selection**

Applicants select the Sites to which they will submit applications in step 5.

Site Selection

Please identify the REU Sites to which you are applying.

If you want to apply to a Site that is not listed here, you will need to apply directly to that Site, following its application procedures.

Use the filters below to find and display Sites with certain characteristics. You can also select Sites to review information about in the table below. Click "Save and Continue" to make your final selection of Sites to which you are applying.

Show Filters

<table>
<thead>
<tr>
<th>Sites</th>
<th>Selected Sites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site name</td>
<td>Institution</td>
</tr>
<tr>
<td>No Sites selected</td>
<td></td>
</tr>
</tbody>
</table>

SAVE | SAVE AND CONTINUE
11. Application materials

Applicants submit additional application materials and information in step 6.
Reference 2

First name

Last name

Position

Institution

Phone

Additional Questions
Some Sites to which you are applying may request additional Site-specific information. Please read the following message(s) from your selected Site(s) regarding any additional required application materials.

Contact info
1-800-232-8024
realhelp@mathematica-mpr.com

Designed and administered by

Mathematica Policy Research
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12. Certify and submit

Applicants certify that the information provided is accurate and submit their applications in step 7. If information is missing or failed to pass validation checks, applicants will use this page to return to the flagged sections and make corrections.
If there are no errors, applicants can submit the application(s).
B. Common application screenshots: Principal Investigator module

The purpose of this document is to demonstrate how REU Site Principal Investigators (PIs) register their Site in the REU Data System to enable students to apply to their Site through the common application. Other users authorized by PIs to access the system on their behalf should follow the same instructions.

1. Home page

Users access general information about the program and the application process through the home page.
2. Login page

PIs select “register” under the “Principal Investigators/Designees” header to create an account.
3. Create an account
PIs enter personal information to set up an account.

Registration

First Name

Middle Name

Last Name

E-mail Address

Password

Confirm Password

Password length must be between 8 and 20 characters. The password must meet the following requirements:
1. At least one lowercase letter
2. At least one capital letter
3. At least one number
4. At least one of the following special characters: #, $, %, !, @, (, )
Please answer a few security questions.

What city would you most like to visit?

Who is your favorite person?

What was your favorite teacher's name?

What is your favorite movie?

I understand that all personally identifiable information stored in the REU Data System will be treated as confidential. Read more about the [nondisclosure agreement](#) governing the use of this system.
4. Rules of behavior and notice

PIs review the rules of behavior and the notice shown on the screen before selecting “SUBMIT,” which signals that they both accept the rules of behavior and acknowledge the notice.

---

**Rules of Behavior**

This computer system is the property of the National Science Foundation (NSF) of the Federal Government. Any system activity may be monitored and any information stored within the system may be retrieved and used by authorized personnel for law enforcement, management, routine system operations, or other purposes. By using this computer system, you are consenting to such monitoring and information retrieval and use.

Unauthorized use of the system, including disclosure of information covered by the Privacy Act or other sensitive information, or attempts to defeat or circumvent security features, is prohibited and could result in disciplinary action, civil and/or criminal penalties. Users should be aware that they have no expectation of privacy when using the NSF-provided computer system (including any removable media used in conjunction with the system), accessing the Internet, or using electronic mail systems.

All information maintained within or retrievable through the NSF computer system, including electronic mail files, may be reviewed and retrieved by the Department of Homeland Security, NSF officials who have a legitimate reason to do so when authorized by the Director or Deputy Director, or by the Inspector General.

By clicking "Submit," I certify that I have read and accept the Rules of Behavior.

---

**Notice**

An agency may not conduct or sponsor, and a person is not required to respond to, an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0246. Public reporting burden for this collection of information is estimated to average 0.5 hours for applicants to register and 12 hours to submit an application, including the time for reviewing instructions. Burden estimates for principal investigators is 0.5 hours to register and 8.9 hours to record admissions decisions and program attendance. Send comments regarding the burden estimate and any other aspect of this collection of information, including suggestions for reducing this burden, to:

Suzanne Plimpton
Reports Clearance Officer
Division of Administrative Services
National Science Foundation
Alexandria, VA 22314

Please note that information provided through the REU Data System will be used for admissions decisions, audits, and research and evaluation purposes. All applicants’ information will be maintained in accordance with the requirements of the Privacy Act of 1974. No personal information will be released to the public.
5. **Your site: principal investigator main page**

This page displays summary information and provides access to other pages and system functionalities.
6. **REU site and principal investigator information**

PIs provide basic information about their Site. Shading flags information uploaded from FastLane.

![REU Site and Principal Investigator (PI) Information](image)

To view and manage information about your award, enter your REU award number below. Information will be retrieved from NSF FastLane to integrate into the REU Data System.

**NSF Award ID for REU Site**

6666666 - Test in Engineering

Submit

If you have more than one active REU Site award, please report on the award that you will use to support REU participants in the current recruitment cycle.

<table>
<thead>
<tr>
<th>NSF Division</th>
<th>EEC</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSF Directorate</td>
<td>Engineering</td>
</tr>
<tr>
<td>REU Site Awarded Institution</td>
<td>Test in Engineering</td>
</tr>
<tr>
<td>REU Site Project Title</td>
<td>REU Site: Test Site in Engineering</td>
</tr>
<tr>
<td>NSF Award Abstract</td>
<td>This award supports a test site in engineering. It will facilitate demonstrations of the REU data system for NSF Principal Investigators who are interested in participating in the pilot.</td>
</tr>
</tbody>
</table>
REU Principal Investigator's Name: Sally Test

Address:
- Street: Test
- City: Testville
- State: NY
- Zip Code: 55555
- Country: United States of America

Principal Investigator's NSF ID: 

ORCID Membership: No

REU Site Information

REU Site Name
Please enter a short name for your REU Site program. For example, VINSE REU, MLBS REU, REU in Chemical Biology at NYU, etc.

REU Site: Test Site in Engineering

REU Site Location
Please enter the address of the location where your program will physically take place. If your program has multiple locations, enter the main location.

- Same as "REU Site Awardee Institution"
- Country: United States of America
- Street Address: Test
- City: Testville
- State: NY
- Zip Code: 55555
REV Site Website (if available)
Please copy and paste the URL of your REV Site’s website.

www.testREUENG.org

Number of years your REV Site has been operating (including current year)
Please enter the total number of years this REV Site program has operated under your leadership or under the leadership of other PIs or Co-PIs.

5

REV Site Schedule

<table>
<thead>
<tr>
<th>Program Start Date</th>
<th>11/12/2018</th>
<th>Expected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program End Date</td>
<td>11/12/2018</td>
<td>Expected</td>
</tr>
</tbody>
</table>

Foreign Students

To be eligible to receive NSF REU funds, students must be citizens, permanent residents, or *nationals* of the United States by the time the program starts. Mark “Yes” if your Site has other sources of funding and is willing to consider applications from students who areineligible to receive NSF REU funds.

Please select one of the following

- Yes
- No

* The term “U.S. national” refers to a native resident of a commonwealth or territory of the United States, such as American Samoa or the Northern Mariana Islands. It does not refer to a citizen of another country who has applied for United States citizenship.
7. **REU system users**

PIs may designate other individuals authorized to access and use the REU Data System on their behalf. Authorized users have the same access as PIs.
# Currently Authorized Users

<table>
<thead>
<tr>
<th>Name</th>
<th>Miranda Lynch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Administrative Staff</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:mirandalynch@yopmail.com">mirandalynch@yopmail.com</a></td>
</tr>
<tr>
<td>Email Sent</td>
<td>11-12-2018 02:54 UTC</td>
</tr>
</tbody>
</table>

[RESEND EMAIL]

[DEAUTHORIZE]

[CONTINUE]
8. Application information

PIs enter information regarding the 2019 application cycle and additional requirements, if any.

---

Application Information

The information provided in this section will be available to students applying to the REU program.

Application Timeline

- Application open date: 11/14/2018
- Application close date or deadline: 11/14/2018

Application Decisions

Please indicate if applications to your Site will be reviewed and decisions made on a rolling basis:

- Yes
- No
- I do not wish to provide this information

If admissions are NOT rolling, please provide the date on or after which applicants will be notified about admissions decisions.

Notification date

Please indicate if decisions will be communicated to:

- All applicants
- All admitted applicants only
Additional Application Requirements (Optional)

If you wish to request additional information from applicants beyond that covered in the common application, you may upload a PDF document with instructions and/or add questions below. Applicants will be prompted to view the document uploaded or the questions inserted when they select your Site. They will be able to respond to your instructions by (1) uploading additional materials (in PDF format) or (2) entering text of up to 500 words to respond to each question you added.

Upload a PDF document

Please upload a PDF document with any additional application requirements specific to your REU Site. (Limit 1 file)

[Button: Browse] [Button: Delete]

Add questions

Please enter up to three additional application questions specific to your REU Site.

Question 1

What do you hope to learn through this REU program?

Characters remaining: 1949

Question 2


Characters remaining: 2000

Question 3


Characters remaining: 2000

[Button: SAVE] [Button: SAVE AND CONTINUE]
9. **REU site applications and admissions**

PIs record admissions decisions.

---

**REU Site Applications and Admissions**

The table below shows the applicants to your REU Site. Please indicate whether they were admitted to your program and whether they accepted your offer to participate. Note that the system does not inform applicants of the decisions recorded in this table. You will need to communicate your admissions decisions to applicants directly.

REU IDs are required for all applicants. Please do not review any application without an REU ID. If you receive an application without an REU ID, remind the applicant to first go to [https://www.nsfreu.org/registry](https://www.nsfreu.org/registry) to obtain his/her REU ID.

To upload information for multiple applicants, please click “Edit Multiple Applicants.”

**Admission Decision Codes**

- **Admitted:** Applicant was accepted into the program.
- **Rejected:** Applicant was not accepted into the program.
- **Waitlisted:** Applicant will be made an offer if a slot becomes available (for example, when an admitted student declines an offer). If a waitlisted student is ultimately made an offer, please update the admission decision to “admitted.”
- **Not reviewed:** Applicant’s information was not reviewed (for example, when an application is late and is not considered for admission).

**Applicant Decision Codes**

- **Accepted offer:** Admitted student accepted your offer to join your program this summer. If a student accepts an offer but later withdraws the application for any reason, please update the applicant decision to “Declined.”
- **Declined offer:** Admitted student declined your offer to join your program this summer or has not responded to your offer.
Users click “edit multiple applicants” to edit applicant information in bulk.

Add/Edit Multiple Applicants

Step 1: Download applicant file

Download all applicants displayed on the Applicants tab by clicking the download file button. File is a .CSV file, viewable and editable in Excel, Google Sheets or similar spreadsheet applications.

DOWNLOAD FILE

Step 2: Update the downloaded file

Any applicant information can be edited in the spreadsheet and uploaded. New applicants can also be added directly to the spreadsheet and uploaded. Once you are finished updating information in the spreadsheet, return to this screen to upload the updated file.

Step 3: Upload the file

File must be in .CSV format.

Note: Uploading this file will add new applicants to the table but will not delete any REU IDs currently displayed on the applicant table. To add new applicants, the only element that is needed in the file is REU ID.

Uploading this file will replace information (admissions and acceptance decisions) on existing applicants currently displayed on the applicants table. This action cannot be undone, but if necessary you can contact REUhelp@mathematica-mpr.com to attempt to retrieve prior data.

Browse  Upload CSV
10. **REU site participants**

PIs indicate whether accepted applicants participated in the REU program at their Site in 2019.

**REU Site Participants**

The table below shows the names of the applicants whom you previously identified as having accepted your offer to participate in the REU program at your Site. Please confirm that they participated and indicate how they were funded.

**Participant Status Codes**

- **Participant**: The student completed at least 160 hours of the REU experience. Please indicate whether participant is fully, partially, or not funded with funds from the NSF REU program.
- **No show**: The student did not come to the Site when the program started or withdrew from the program before it started.
- **Dropout**: The student attended the program but did not complete at least 160 hours of participation. Use this code for rare instances where a student had to discontinue attendance due to personal or disciplinary reasons.

**Participants at REU Site: Test Site in Engineering**

<table>
<thead>
<tr>
<th>REU ID</th>
<th>Name</th>
<th>Home Institution</th>
<th>Participant Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>100000850</td>
<td>Raven Santana</td>
<td>Rutgers University-Newark</td>
<td><strong>Participant fully funded with NSF REU funds</strong></td>
</tr>
</tbody>
</table>

**Contact info**

1-800-232-9024  
reuhelp@mathematica-mpr.com

**Designed and administered by**

Mathematica Policy Research

Copyright © 2017 - All Rights Reserved - [www.nstreu.org](http://www.nstreu.org)
11. Data download

PIs download all available data or use filters to download subsets of data.
12. Feedback

PIs (and authorized users) are encouraged to provide feedback about their experience using the system.

Feedback

We want to hear from you!

Please share your experience using the REU Data System. We are interested in (1) what worked well, (2) what did not work well, and (3) what was missing (that is, functionality or information you wanted but was not available).

Please use the box below to share your comments or contact us at reuhelp@mathematica-mpr.com or 1-800-232-8024. We welcome comments at any time!

Characters remaining: 590

Submit
C. Common application screenshots: Reference letter form

Applicants are required to provide contact information for two references. The system then submits an email inviting the references to complete an online form about the applicant. PIs can access all applicant information, including submitted reference letters, electronically in one system.

Reference Form

Raven Santana is applying to the National Science Foundation's Research Experience for Undergraduates (REU) program and has identified you as a reference.

**Please Tell Us About Yourself**

First Name
Genevieve
Last Name
Reference
Title/Position
Dean
Institution
Rutgers University-Newark
Department

**Please Tell Us About Raven Santana**

How long and in what capacity have you known the applicant?

Months

Capacity

**How the Applicant Compares**

How would you rate the applicant in overall ability and potential in comparison to others at the same academic level with respect to pursuing undergraduate research?

- Top 5%
- Top 10%
- Top 25%
- Top 50%
- Below 50%
### Abilities and Skills

Please rate the applicant on the following abilities and skills. **MARK ONE ANSWER FOR EACH ITEM.**

<table>
<thead>
<tr>
<th></th>
<th>Outstanding</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Unable to judge</th>
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</thead>
<tbody>
<tr>
<td>Intellectual ability</td>
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<td>Integrity</td>
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<td>Work habits</td>
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<td>General motivation</td>
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<td>Leadership</td>
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<td>Creativity</td>
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<td>Ability to work with others</td>
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<td>Maturity</td>
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<td>Writing skills</td>
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<td>Verbal communication</td>
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</tbody>
</table>

### Other Information

Please provide your opinion on the applicant’s academic performance, research aptitude, and other factors that you consider relevant for the applicant to be successful in this program and his/her future career. Provide examples where appropriate.

[Text box for comments]