

Guidance for Requesting Undergraduate Student Participation in Essential Research Activities

The following guidance is for Principal Investigators (PIs) who wish to include undergraduate students in essential research activities at any Clemson facility during the Summer term under modified operational conditions.

These requests apply to:

- Clemson undergraduate students **ONLY**.
- Clemson undergraduate students who commute from their places of residence and **DO NOT** require university housing, dining, or other services (There are no exceptions to the dependency of housing and dining);
- Students who must (i) fulfill the research requirements of a fellowship supporting the student, (ii) conduct research necessary for degree completion at the end of summer, and (iii) are funded from an external grant for summer research; and
- A few Clemson undergraduate students have been previously approved for essential research during modified operations. These students' information should be resubmitted on this spreadsheet if their activities will continue over the Summer term.

Before submitting undergraduate information for review, please ensure that:

- Approved personnel are available during the proposed time period to provide supervision for undergraduates performing laboratory research;
- Sufficient personal protective equipment (PPE) is available for the full duration of the research period (anticipate supply shortages / delays);
- Alternate options for undergraduate students, such as conducting research support activities that can be conducted remotely, have been explored;
- The inclusion of additional lab personnel still permits for appropriate social distancing and schedule staggering as outlined for [essential research operations](#);
- Undergraduate students have completed all required [online or in-person safety training](#);
- Undergraduate students have completed all requirements for participation in the Summer term, including course registration, health coverage requirements, etc;
- Following approval, appropriate compliance protocols (IRB, IACUC, IBC) should be updated to include the student(s); and
- Following approval, undergraduate students' information should be entered into the PI's [BioRAFT](#) page as active researchers for the Summer term.

Research laboratory PIs should enter the requested information in the following spreadsheet to request undergraduate students be authorized to conduct essential laboratory research. The information will be reviewed by the *VPR's Committee for Essential Research Activities* for approval. In the following spreadsheet:

- Enter information for only one student per row. If requesting access for multiple undergraduate students, use multiple rows.
- Enter all information requested in the format provided in examples.
- **DO NOT** alter the format or layout of the spreadsheet. If you need to enter additional information, please do so in the column indicated.