**Distinguished Research Scholars –Required Tasks/Materials**

**TIMELINE:** Interested students should informally contact Mr. Levy or Mrs. Sebolt during or before their junior year.

* Students formally apply for the recognition through a question on the College Planning Worksheet.
* Applicants will submit their Research Portfolio for review before the end of September.
* Notes from meetings with industry professionals (for Engineering/Computer Science applicants) should be submitted to Mr. Levy as completed and all meetings should be submitted by the end of September.
* Submissions will be reviewed in early October and students will be notified prior to their first college application deadline.
* The research portfolio will be resubmitted in March to include the senior year project.

**COURSES:** Check with Mrs. Sebolt regarding registration for the required courses. Any variation from the course requirements must be approved by Mr. Levy prior to applying. Do **not** assume that variations from the required courses will be approved – they typically won’t. Students with expressed interest for this recognition will receive the necessary electives to meet the requirements during junior and senior year.

**GRADES:** Given the rigorous expectations in RVGS classes, the grade requirement for eligibility are challenging, as is appropriate for a distinction such as this award. Strong students might not meet all qualifications for the recognition, which is natural for a selective award program. The teachers’ grading expectations are equitable for all students and adjustments won’t be provided based on a student “needing an A” to remain eligible.

**RESEARCH PORTFOLIO:** The following information will help ensure you can submit the portfolio appropriately:

* The initial portfolio will be submitted **before the end of September in your senior year**.
* The portfolio will be resubmitted in March to include the senior year project for additional review.
* Quality and rigor of the junior and senior year projects (and any prior projects included with the portfolio) will be considered during review of the portfolio.
* The portfolio will include the following materials from your junior and senior year (you can include earlier projects if they are related to the focus area). For each project, provide a VJAS style research paper (review and edit as needed before submitting – this should be sufficient quality that you can use it with future applications for internships, research positions, etc.). If you do not have a VJAS formatted research paper for one or more of your projects, please contact Mr. Levy.
* The portfolio will be completed in a SINGLE Word file. Each section should start on a new page Include:
  + a title page with your name, schools attended (RVGS and home school), anticipated graduation date, intended major/field, and titles of the projects included in the portfolio
  + a curriculum vitae (CV): A CV is used in research science in place of a resume. There are a variety of accepted formats, so just google a bit to get some ideas. Keep the information restricted to relevant information (a potential head of a lab doesn’t need your volunteer hours, they need to know what lab work you know how to do). Include a section called “Laboratory Techniques and Skills” and list off lab procedures and skills that you have experience with.
  + VJAS format research papers from your junior and senior year (and prior years if desired and relevant to your focus area)
  + For your initial submission in September, you can have a page with a short blurb that overviews your initial plans for your research project if you know what you plan to do
* Email your initial portfolio to Mr. Levy and Ms. Bohland by the end of September. You can check with Mr. Levy if you need help, but don’t wait until the last minute to ask.

**OFF-CAMPUS RESEARCH EXPERIENCE (Biomedical Research/Research Science only):**

If your off-campus research was not associated with your RVGS research elective/project, then be sure to send an email to Mr. Levy providing basic information about the research experience (“I attended blah blah Summer Residential Governor’s School from XX-XX-XXXX to XX-XX-XXXX”.) You don’t need to give extra details or description of the work unless that is requested. If you need help in gaining a research experience, talk to us and we will help you find an opportunity. This takes time and you should make sure you have plans before the end of your junior year.

**Meetings with Industry Professionals (Engineering/Computer Science/Mathematics only):**

* You will meet with six professionals in the proper field (engineering, computer programming, etc.) or college professors actively teaching in the field.
* These meetings can be in-person or via Zoom (in-person is preferred, but Zoom is fine if you are interviewing someone who isn’t in Roanoke or if they request that format).
* You are expected to set up these meetings yourself. You can ask for help with contacts if you aren’t having any luck, but before asking for help, please consider the following:
  + There are plenty of engineering firms around Roanoke and beyond and they typically list contact information on their websites.
  + Check out college programs and look up professors in the proper department. It couldbe helpful to contact professors from colleges you want to apply to and establish some rapport with them during the interview. You could mention that you are considering applying and you hope you get to work with them someday.
  + If you want to buddy up with a friend and interview the person with a few students, that is fine. Be sure to ask the person you are interviewing if that’s ok in advance.
  + Instead of “I’m doing this for something for school” it might be better to explain that you are interested in pursuing a career in that field and you were hoping to interview successful folks for advice.
* When you complete the interview, be sure you are prepared with the questions you want to ask. Be sure to include questions on the following:
  + Their background: current and past jobs in the field and their educational history
  + What’s good and not so good about the field? What type of people will like this work?
  + What other types of jobs are available to someone in this field?
  + Tips for success and advice; what do employers look for
  + Note: if you run out of time during your scheduled meeting, you don’t need to cover everything listed above, just have a good conversation and try to learn
* After each meeting, email notes from the conversation (with date and time) to Mr. Levy.
* It is recommended that you try to do these during 11th grade and summer before senior year. Submit by the end of September of your senior year.
* If you are having trouble with the September deadline, contact Mr. Levy.