MCB 290 STUDENT PROFILE DATABASE

ARE YOU LOOKING FOR MCB 290 UNDERGRAD RESEARCH POSITION IN AN MCB LAB?

The MCB 290 STUDENT PROFILE DATABASE can help you get the word out to our MCB research professors!

WHO USES IT?

• Students who are currently Biological Sciences, MCB, MCB Honors or Biochemistry use it: The MCB 290 Profile Database is an on line resume system that allows you to simplify the way in which you provide information about yourself to MCB professors AND streamlines the process for enrolling in MCB 290 when you find a lab:

• MCB Professors use it: It provides easy access to screened information about student applicants they’re interested in. Once they set up an MCB 290 project with a student, the “paperwork” can be submitted electronically. (Note that professors outside of MCB do not have access to the profile database at this time.)

• The MCB Instructional Program uses it: It quantifies the level of interest among our MCB students for research – information that is essential for program enhancements.

KEY FEATURES OF THE MCB 290 STUDENT PROFILE DATABASE

THE MCB 290 PROFILE ALLOWS YOU TO:

• submit your profile at any time during any semester – There are no submission deadlines. Once approved by the MCB Instructional Program your profile will remain accessible to MCB Professors for 6 months.

• provide professors with the link directly to YOUR profile in your email letters to them.

• complete your MCB 290 “paperwork” electronically when you are ready to register for MCB 290 credit hours – If you find an MCB professor to mentor your research, s/he will complete and submit the faculty portion of your profile on line.

• automatically receive an email containing instructions and the MCB 290 CRN that allows you register for MCB 290 for the semester agreed upon.

• use the profile system to RENEW your MCB 290 project with your mentor for each semester thereafter that your studies continue.
FINDING THE MCB 290 STUDENT PROFILE:

You’ll find the MCB 290 Profile link and much more information about undergraduate research on the MCB “Undergraduate Studies” webpage: (http://www.mcb.uiuc.edu/undergrad/research.html).

If you have questions, direct them to mcb290help@life.uiuc.edu.

STEPS FOR SUBMITTING YOUR MCB 290 PROFILE:

Note: You will have one hour to complete and submit the profile. In order to ensure that you don’t lose information before you have a chance to submit, the following steps are recommended:

Step #1: Access the MCB 290 Student Profile (http://www.mcb.uiuc.edu/undergrad/research.html) and read through it.

Step #2: Assemble your information:

- List your science and math courses along with the following suggestions for information to enter into the “grade” column: The letter grade you received for courses you’ve completed at UI, “IP” for “in progress” for courses you are currently enrolled in, “TR” for classes you’ve transferred to Illinois (include institution) and “AP” or “PS” for courses you have proficiencied.
- Include your major GPA

Step #3: Enter your information and check it:

When you submit your profile, the MCB Instructional Program will verify your current major, semester in school, courses, grades and major GPA. (You can calculate your major GPA yourself or find it on your DARS.)

TIP: Think carefully about the sections of your profile that communicate your motivation for seeking research experience. They should convey your commitment to the research and awareness of what the experience can offer you. Ensure that you have sufficient time: Compose these portions separately and copy/paste them into their fields.
Step #4: Submit your profile. The fact-check process is on a weekly schedule and you should receive word of its status in about 7 days. If your profile is:

a. “approved” you’ll receive an automatic email confirming its inclusion in the database. This email will also contain the link directly to YOUR profile. Copy and paste this in your emails to MCB professors with whom you’d like to work.

b. “denied” you’ll receive via email an explanation and instructions for correcting and resubmitting your profile.

Step #5: Speak with the professors whose work interests you. See the handout: Search for MCB Undergraduate Research for tips in this process. Remember that YOU need to contact the professors! Provide the link to your profile in each email that you send. Remember: ONLY MCB professors have access to the profile database. If you’re contacting professors in other colleges, departments and schools on the UIUC campus, you can use your MCB 290 profile as a template for the kind of information that professors appreciate receiving about you!

Step #6: Enroll for MCB 290. As you reach an agreement with an MCB professor for an MCB 290 project, remind him/her to use the profile to complete and submit the MCB 290 “paperwork” electronically. Use the CRN provided via email to you to register for the MCB 290 credit hours you’ve agreed to with your mentor. See the handout, MCB 290 Independent Study for additional information about the process of registering for MCB 290 credits.

Want to know more about what research is like? Check out WebGURU: The Web Guide to Research for Undergraduates: http://www.webguru.neu.edu

QUESTIONS?

• Email them to: mcb290help@life.uiuc.edu

• Ask an MCB advisor: MCB Advising Office, 173 Burrill Hall; 217.333.0043