**Department of Psychology**

**PSY 399 / PSY 499 Research Assistant Opportunity Listing Form**

*Complete this form to post a PSY 399/PSY 499*  [research opportunity](https://psychology.clas.asu.edu/researchopp) *on the department’s website and return it to* [*Sara Pennak*](mailto:sara.pennak@asu.edu)*.*

1. **What is the name of your lab?**
2. **BRIEF DESCIPTION: provide a one sentence overview of the lab’s work, or the research project, or the purpose of the research.** This description appears on the list of all [research opportunities](https://psychology.clas.asu.edu/researchopp) and is your “hook.” However, the text for this item should not replicate the text in #3 below since the brief and long descriptions appear as back-to-back paragraphs when the user clicks on your opportunity webpage.
3. **LONG DESCIPTION: provide a more detailed description of the project or your lab including the duties of prospective undergrad research assistants.**
4. **How many credits are you offering for RAs? 1, 2, or 3 credits (or any combination)?**
5. **What is the broad area of your research? Choose from: Behavioral Neuroscience, Clinical, Cognitive, Developmental, Quantitative or Social** (you may make more than one choice as appropriate).
6. **Please provide the email address for the primary person who will be managing student inquiries – this may be a grad student in your lab, the lab director, etc.**
7. **Provide additional contact information as needed for the primary person noted in #6 (e.g., phone number) and provide info for back-up contacts such as email addresses and phone numbers.**
8. **Will you accept RAs for PSY 399, PSY 499 or both?**
9. **Will you accept RAs in the Fall, Spring, Summer, any two or all three?**
10. **What prerequisites or qualifications do you have for potential RAs, if any?** For example, what year in their studies do you require them to be (e.g., at least a rising sophomore? Junior?)?; How long do you want them to make a commitment to the lab?; Do you have a minimum GPA or grade average (e.g., “must have at least a B average in Psychology courses”;)? – **PLEASE NOTE:** to be compliant with [FERPA](http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html) regulations, **YOU MAY NOT REQUEST GPA INFO TO BE ELECTRONICALLY PROVIDED;** Are there specific courses RAs must have taken (e.g., stats, research methods)?; Are there specific software skills they should have or be willing to learn (e.g., Excel or SPSS)?; Are there specific hours they must be available for data collection, meetings, procedures, etc?.
11. **Who will be the faculty director(s) for this research opportunity?**
12. **Other info not noted above:** (e.g., work/lab location; transportation needs; Spanish-speaking; etc.)