

Research Assistant ❖ Registration Form



Academic Year: Fall Spring Summer

A student who has completed the first year of legal study may serve as a Faculty Research Assistant. This position offers a student the opportunity to work with a full-time faculty member or adjunct faculty member (with approval of an associate dean) on a supervised project relating to the faculty member's course offerings or scholarly activities. Such a project is intended to provide the student with supervised research and writing instruction, in addition to an opportunity for the student to engage in analytical discourse with the faculty supervisor. The project may result in a paper or detailed memorandum prepared by the student. A student should expect to devote a minimum of 90 hours as a Research Assistant.

The student and faculty member should meet regularly to discuss all aspects of the student's project. The student's work as a Research Assistant is graded on a Credit/No Credit basis and the grade is not included in the calculation of the student's grade point average.

Depending on the nature and scope of a student's work, a student's written project may be submitted to the faculty supervisor for satisfaction of the law school's legal writing requirement (See Academic Standard II. H. Legal Writing Requirement Policy). All work must be completed in accordance with the provisions of the law school's Academic Integrity Regulations. No student may receive more than two credits in a semester for "Non-Classroom Activity". "Non-Classroom Activities" include a Directed Study Project, membership on the Journal of High Technology Law, Moot Court Board, Moot Court Team, Suffolk University Law Review, Suffolk Transnational Law Review, Health and Biomedical Journal, Concentration Thesis, and service as a Research Assistant.

<input type="text"/>	<input type="text"/>	<input type="text"/>
Student Name	Student ID:	Today's Date
<input type="text"/>	<input type="text"/>	
Class Year	Anticipated Degree Date	
<input type="checkbox"/> Legal Writing Requirement <input type="checkbox"/> Concentration Writing Requirement** <i>(Must secure signature of Concentration Director.)</i>		
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Focus of the Project		

I have advised the above named student that in order for him/her to receive 2 credits for this project, he/she must certify to me that he/she has devoted a minimum of 90 hours to this project. Further, I have advised this student that he/she must meet with me on a regular basis to review and discuss the progress of this project.

<input type="text"/>	<input type="text"/>
Faculty Member (print name) *	Faculty Member Signature *

* If the faculty member supervising the project is a member of the Suffolk University adjunct faculty, approval and the signature of an Associate Dean must be obtained prior to submission for registration.

Associate Dean

** If used to satisfy the concentration writing requirement, the director's signature is required.

<input type="text"/>	<input type="text"/>
Concentration Director (print name)	Concentration Director Signature

Research Assistant ❖ Student Completion Form

Statement of Completion

I, , certify I have completed a Research Assistantship Project under the
print name
direction of Professor during the of .
supervising faculty member fall/spring year

I certify that I have devoted a minimum of 90 hours to this project.

signature date

email

Statement of Completion must be submitted to the Office of Academic Services no later than the last day of classes for the semester in which the Research Assistantship is taken.