

### **1. What will my schedule be like for research?**

Summer Research of 2019 will take place from Monday, May 13th to Friday, May 31st. Research will be a full time commitment (about 40 hours each week). Exact hours will be set by your research professor, and you must work with them to fulfill your 40 hours each week. You will generally have evenings, weekends, and Memorial Day free, and there will be programming available during those times, which we hope you attend.

### **2. Can I take a class or have another job during those three weeks?**

No. Our expectation is that *your primary commitment will be to the FYRE research*. In the past, FYRE students have not been successful trying to balance research with a job or a class (even online) because of the heavy research schedule. In extreme cases, we have made exceptions to this restriction. Unless Dr. Brazdil and I have explicitly given you an exemption, you may not make any other commitments during the three weeks of your research.

### **3. When and how do I move in or out of San Fran or LUREC?**

You will receive more specific information (roommates, times, procedures, etc.) directly from Res Life when they finish housing assignments. We will send more information about moving out closer to that date.

### **4. Where and how do I eat? What will the dining hall options be?**

There will likely be just Damen dining open during the three weeks of research. We will provide them with a list of all your names, and you will just need to check in at the front register. Please note that they are only open for certain hours at breakfast, lunch, and dinner. I will update those details here when I have them. For those of you staying on campus in between finals and the start of research, there will be a few days the dining halls are closed completely when we will provide other food options for lunch and dinner. I will email you directly about that.

### **5. Will I have access to Halas?**

We will pay for your access to Halas for the summer if you want it. Your ID will not work to scan in, but they will have a list of your name at the front desk. Please make sure you respond to the separate email I send if you want this access.

### **6. Will there be a closing ceremony?**

Yes, there will be a closing celebration. Your parents or family are welcome to attend this ceremony, and I will send more details closer to that date. We expect everyone to move out of San Fran after 4pm that day. For those of you at LUREC, we will have buses to bring you back to LSC for that celebration. The closing ceremony will take place on Friday, June 1<sup>st</sup> from 2:00 pm to 4:00 pm.

### **7. What are the on-campus rules for the summer?**

During the summer, the Community Standards (<http://luc.edu/osccr/resources/communitystandards/>) will still apply in full. In San Francisco, there will be a night monitor at the hall front desk, two RAs, and professional staff on call to watch out for the safety and well-being of everyone living there this summer. To respect the safety and privacy of everyone in the hall, **no guests will be allowed after midnight**. During

the day and evening, you may have guests in the hall without getting a guest pass in advance. Students at LUREC will be expected to follow the same standards, and an RA has been hired to live and work specifically with those students.

#### **8. When will I be paid?**

We will submit payments during the last week of your research. The payments can take up to three weeks to process after that point. Please fill out and return the W9 tax form below to make sure we can process your payment quickly. I will remind you several times if you do not fill out this form. Please note that taxes will be taken out of your stipend, and your final payment will end up being less than \$800.

#### **9. How do I fill out the tax form?**

Download the form from this link:

[http://www.luc.edu/media/lucedu/finance/pdfs/Substitute\\_W9.pdf](http://www.luc.edu/media/lucedu/finance/pdfs/Substitute_W9.pdf). Then, open the form in the latest version of Adobe Reader (use a Loyola desktop if you have trouble, any other program will likely not work). Completely ignore these sections: "Website (URL)," "Business/parent name... above," "ACH Payment Information," "Contact Information," and "NAICS #." Fill in the rest of the form with your information. Under "Federal Tax Classification," you should check "Individual/Sole Proprietor." A paper check will be mailed to the address you put on the form. When finished, save and email the form back to me, and I will check if everything is filled out correctly. I also have paper copies available if you would rather fill it out by hand, just let me know.

#### **10. Can I park on campus?**

If you had a parking pass for the Spring semester, it will continue working through the summer research dates. Therefore, you could park in the parking garage during the day. As of now, we have no arrangements for overnight parking on campus. I will update you all if that changes. For other parking needs, you should check for unmarked street parking around Loyola.

#### **11. Will Ventra passes be working during the research?**

No. The spring Ventra U-passes expire at the end of second semester. You will need to add passes or value to your Ventra in order to use them over the summer. For those of you doing your research at the Health Sciences Division, we will provide transportation.

#### **12. What can I do after FYRE?**

Your participation in the FYRE program will officially end after you complete your research. To continue the spirit of FYRE, you can continue working with your research professor, find another research professor to work with, become a mentor for next year's FYRE students, watch your emails for internship opportunities and informational sessions specifically for FYRE students, and share your research at various on or off campus conferences. Feel free to email us at [fyre@luc.edu](mailto:fyre@luc.edu) for support in pursuing other STEM activities after FYRE.

#### **13. Why do I have a housing charge on my student account for the summer?**

Some of you who are moving into San Fran might notice a charge on your account for summer housing. Long story short, that is the best way to get you access to the Residence Hall. We will apply a credit to your student account to cover the cost of that housing. You

will not have to pay for any of your summer room or board. Please email me if you have any questions or concerns though.