Beh Sci 499 is an academic course that establishes a formal mentoring relationship between a faculty mentor and a cadet for the purposes of developing the cadet's skills in research, applied practice, or pedagogy.

To participate in a research 499, the cadet must have an open elective course, an open advanced study course, or be willing to take the 499 as an additional (i.e., extraneous) course.

To sponsor a research 499, the faculty mentor must possess a PhD, or sufficient research expertise as determined by the relevant discipline lead.

The process to approve a research 499 is as follows:

1.  Cadet and Faculty Mentor decide on an independent study.

2.  Faculty Mentor prepares a proposal package consisting of this Coordination/Approval Coversheet and the USAFA Form 0498.

3. Faculty Mentor briefs the cadet’s Academic Advisor.

4. Academic Advisor identifies the course requirement (if any) the 499 will satisfy.

5.  Faculty Mentor briefs the proposal to the relevant Discipline Lead.

6.  Discipline Lead reviews the proposal for

- Sufficient workload consistent with proposed credit hours

- Sufficient rigor and results to assess the potential for “double counting” in Beh Sci 498

- The discipline’s ability to assist the Faculty Mentor if assistance is required

- The discipline’s ability to assume oversight of the Cadet’s project should the Faculty Mentor be unable to continue

7.  Discipline Lead submits the package to the Director of Academics for approval.

8. AIC and Scheduler:

 - Approves 499 schedule change

- Files the Coordination/Approval Coversheet for 499 tracking

- Submits the USAFA Form 0498 to DFR for sectioning

- Makes forms available to the 498 Course Director for “double counting” consideration.

Once the 499 is established, the faculty mentor should create a grader shell in Q2i and input/report grades through their Discipline Lead at Prog and at Final.

**Cadet(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Faculty Mentor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Research Study Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please attach USAFA Form 0498 and submit this package through the cadet’s academic advisor and the relevant discipline lead who will oversee this study.**

**Description of the Study:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**The following research activities will be primarily the responsibility of the:**

**Cadet Mentor Other (specify)**

Literature Review ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

IRB Package ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

Data Collection ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

Data Analysis ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

Results Reporting ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

Discussion Writing ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

Publication/Presentation ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ⃝ ⃝ ⃝ \_\_\_\_\_\_\_\_\_\_

**Outcome or Deliverable:**

⃝ Publishable Manuscript Target journal or book (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

⃝ Technical Report Intended customer (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

⃝ Presentation/Poster Target conference (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

⃝ Other (write in) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Timeline: Fall 20\_\_\_\_\_ Spring 20\_\_\_\_\_ Fall 20\_\_\_\_\_ Spring 20\_\_\_\_\_**

⃝ BS499 (3.0) ⃝ BS499 (3.0) ⃝ BS499 (3.0) ⃝ BS499 (3.0)

⃝ BS499A (2.0) ⃝ BS499A (2.0) ⃝ BS499A (2.0) ⃝ BS499A (2.0)

⃝ BS499B (1.5) ⃝ BS499B (1.5) ⃝ BS499B (1.5) ⃝ BS499B (1.5)

⃝ BS499C (1.0) ⃝ BS499C (1.0) ⃝ BS499C (1.0) ⃝ BS499C (1.0)

**Academic Advisor Coordination**

This 499 will fulfill the following requirement:

⃝ An “open elective” requirement; the 499 can be a research study or consulting project.

⃝ An “advanced study” requirement; the 499 must be a research study.

⃝ None; the 499 is an additional (extraneous) course.

Advisor’s Initials: \_\_\_\_\_\_\_\_\_\_

**Discipline Lead Coordination**

⃝ Proposed research is sufficiently rigorous to be considered for double-counting in Beh Sci 497/498.

⃝ Cadet workload is sufficient given the following estimates:

Beh Sci 499 (3.0) = 6-9 hrs per week Beh Sci 499A (2.0) = 4-6 hrs per week

Beh Sci 499B (1.5) = 3-5 hrs per week Beh Sci 499C (1.0) = 2-3 hrs per week

⃝ The discipline can support or assume mentorship of the cadet’s project should the Faculty Mentor be unable to continue.

Discipline Lead’s Initials: \_\_\_\_\_\_\_\_\_\_

**Director of Academics Approval**

Director’s Initials:\_\_\_\_\_\_\_\_\_\_

**AIC Action**

⃝ Schedule cadet’s 499 in Q2i ⃝ Submit Form O498 to DFR

⃝ File until 499 is completed or terminated ⃝ Provide copy to Beh Sci 497/498 CD on request