

**CERTIFICATION OF RESPONSIBILITIES OF  
UNDERGRADUATE STUDENTS  
EMPLOYED ON GRANTS, CONTRACTS AND OTHER  
SPONSORED PROJECT OR  
WORKING UNCOMPENSATED IN A UA RESEARCH  
FACILITY OR FIELD RESEARCH SETTING**

This document applies to 1) undergraduate students, 2) who are compensated or uncompensated, 3) if compensated, are employed by UA or employed under a UA grant or contract or an outside agency, 4) who work in a UA research facility or a field location, 5) under supervision of a UA faculty member.

**NAME:** \_\_\_\_\_

**COLLEGE:** \_\_\_\_\_ **DEPARTMENT:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_ **TELEPHONE NUMBER:** \_\_\_\_\_

**NAME OF ADVISOR (PRINCIPAL INVESTIGATOR ON THE GRANT, CONTRACT OR OTHER SPONSORED/UNSPONSORED PROJECT):**

\_\_\_\_\_

As a University of Alabama (UA) student (UAS) you are a valued member of the UA academic community. To assure your understanding of your responsibilities regarding university, state and federal research policies and procedures you must read and understand the statements contained in this document and certify by your signature at the bottom of this form that you accept these responsibilities.

I, \_\_\_\_\_, as a UAS conducting research at UA understand that:  
print name

1. I will uphold the University's rules, policies and procedures including but not limited to policies and procedures regarding ownership of intellectual property; use of human beings in research; use of laboratory animals; biosafety; ownership of data; affirmative action; sexual harassment; safety; student privacy; the rights of persons with disabilities; use of drugs and alcohol in the workplace; objectivity in research, and; misconduct in research and scholarship. I understand that I can find a copy of these policies and procedures on the UA website ([http://www.osp.ua.edu/IRB\\_researchlinks.html](http://www.osp.ua.edu/IRB_researchlinks.html)) or in the University Office of Research and I agree to read them and understand their content;
2. I will assign to the University (or its designee) all rights that I may have or may acquire in inventions, discoveries, or rights of patent therein that are conceived or reduced to practice by me in a research laboratory or on a field research study and
  - a. Are the result of research carried on by me individually as a university student of any level or compensation status in a research laboratory at UA or in field research under the direct supervision of a University employee and/or having the costs thereof paid from University funds under the control of or administered by the University; or
  - b. Are made by me and that relate to my field of work at the University; or
  - c. Has been developed in whole or in part by the utilization of resources or facilities belonging to the University.
3. I will submit invention disclosures to the University in a University-approved format promptly following the completion of conception or the first reduction-to-practice of any University intellectual property and aid the Office of Research in meeting University disclosure obligations arising from the receipt of external funding for research.

4. I will do whatever is required to enable the University (or its designee), at its expense, to protect the University intellectual property by patent or otherwise, including:
  - a. Making myself available to assist the University's patent counsel and providing necessary documentation, data, and research results to support the filing or prosecution of patent applications covering University intellectual property; and
  - b. Reviewing and signing documents related to such patent applications; and
  - c. Assisting the University (or its designee) in identifying potential licensees and in seeking licenses or other vehicles to commercialize University intellectual property.
5. I will create and maintain appropriate laboratory and field documentation, including laboratory notebooks and field notes, to adequately demonstrate that inventions or discoveries were conceived or first reduced-to-practice by me.
6. I agree to execute my UAS research duties as defined by my advisor in an ethically responsible manner, treating records confidentially and treating those with whom I work with respect at all times;
7. I agree that I will take ethics, HIPAA, or other training as authorized by my supervisor or advisor;
8. I agree to conduct my research honestly and with a sense of responsibility to my colleagues and the subject matter;
9. I agree that data, laboratory notebooks, work notebooks, computer programs, sample collections and research products and technical information in any form are the property of UA, and must be returned to the Principal Investigator, Project Director, Faculty Advisor, Department Chair or Dean immediately upon request or upon the termination of my appointment, or activities in the study; and,
10. I will follow safe laboratory practices as demonstrated in program specific safety training sessions and in the University Safety Manual, and will report all accidents immediately.
11. I will report legally or ethically suspicious circumstances noted in field research contacts with human participants or that I have experienced in the community (such as threats to my safety) to the PI.
12. I will not share research findings with lay or scientific outlets without express negotiation and permission with my faculty advisor/PI.

## **STUDENT ENGAGED IN RESEARCH UNDER UA FACULTY SUPERVISION**

Student Name (Print): \_\_\_\_\_

Student Signature: \_\_\_\_\_

Signature of Student and Date

Advisor/PI (Print): \_\_\_\_\_

Advisor/PI signature: \_\_\_\_\_

Signature and Date