

Research Paper - Checklist

Note: This checklist is for planning purposes ONLY. This is NOT the application. We highly recommend that you draft your responses in a separate Word document and use the checklist below to make sure you have addressed all the requirements. Once finalized, you can copy your answers into the application form.

1. **Project Title (15 words max).**
2. **Project Description (500 words max):** Briefly outline your topic, topic significance, clear research questions, theoretical framework, and the research methods you want to use. If you will use primary sources (e.g., archives, media artifacts, or documents), specify them clearly.
3. **References:** Submit a Word document with 9 sources or scholarly references. This should include **3 journal articles + 3 academic books + 3 academic sources** discussing the research methods you plan to use.
4. **Abstract (150 words max):** Think of this as your elevator pitch—get people excited about your project, tell us why we should care, and why you are the right person to do it.
5. **Format Justification (200 words max):** Explain why you chose the research paper format. How does a research paper best convey your story or argument, fit the project's themes and audience, and help you communicate your ideas effectively?
6. **Relevant Courses (250 words max):** List at least 3 courses you have taken which are relevant to your project. For each course, include title and number, instructor's name, AND brief description of how it has prepared you for this research. At least one of the courses should be a Research Methods course.
7. **Relevant Experience (250 words max):** Have you worked as a Research Assistant at NU-Q or at another university? If so, describe your roles and responsibilities AND explain how this has prepared you for this project.
8. **Are you applying for an ongoing project?** If so, provide a summary of the current state of the project (**150 words max**).
9. **Contribution to #IAS_NUQ's Mission and Themes (250 words max):** Specify which theme(s) your project addresses. Check our website for our mission and themes.
10. **Language Skills (150 words max):** List the languages you speak, read, or write, and explain how they support your project.
11. **Preliminary Budget:** Provide research costs up to QAR 5000 (NOT including airfare). Divide it by accommodation, meals, and other research expenses to be incurred during the trip in Qatari Riyals.
12. **Other Funding:** List any other grants, fellowships, or funding (such as Summer Undergraduate Research Grant or Summer Internship Grant Program) you plan to apply for during Dec 2025 - Dec 2026. You must disclose all external funding to the IAS team. If none, type "N/A."
13. **Other Program Applications:** Will you be applying for JR or Comm Exchange? This is just for our information.
14. **CV or Resume (2 pages max):** Attach your CV or resume. (Name it as *FIRST NAME_LAST NAME_CV*).
15. **Writing Sample (up to 10 pages, excluding references):** Attach an academic paper that best represents your writing and research abilities. It may be a final paper from an NU-Q course. Just make sure it is solely authored by you. (Name it as *FIRST NAME_LAST NAME_research paper*).
16. **Short Professional Bio (50 words max).**