



CENTER FOR CLINICAL AND TRANSLATIONAL SCIENCE

REQUEST FOR APPLICATIONS

EXCEL-UP (*Excellence in Clinical Research Education and Leadership – Undergraduate Program*): **The UMCCTS Undergraduate Clinical Research Internship Program Summer 2025**

Application Deadline: **February 7, 2025 at 11:59 PM**

BACKGROUND

A major goal of the **University of Massachusetts Center for Clinical and Translational Science (UMCCTS)** is to develop a rigorously trained workforce that supports high-quality, innovative and impactful clinical and translational research. Clinical Research Professionals (CRPs), the research team members who oversee and implement clinical trials and other clinical research studies, are essential to the conduct of clinical research. However, there is a shortage of CRPs, and the career options are not always well-known, even among those interested in healthcare. To expose highly motivated, promising undergraduate students to the roles held by CRPs – and to clinical research, more broadly - this internship will combine didactic training with hands-on, project-based experiential learning.

This program, offered by the UMCCTS in partnership with UMass campuses throughout the commonwealth, will offer **up to 12 full-time internship positions for Summer 2025**.

ELIGIBILITY FOR THE INTERNSHIP PROGRAM

Applicants must be:

- a US citizen, non-citizen national, or permanent resident.
- a UMass student who will be a rising Junior, Senior, or recent graduate as of June 2025.

INTERNSHIP PROGRAM

Interns will be paired with Clinical Research Professional (CRP) mentors to train **full-time** (approx. 40 hours/week) **onsite** as part of a clinical research study team **for 10 weeks, from May 27 through August 1, 2025 on one of the UMass Chan Medical School campuses (Worcester or Lahey Hospital/Burlington)**. Throughout this time, interns will be exposed to an array of both didactic and experiential learning opportunities. Didactic learning will include completion of UMCCTS' Introductory Clinical Research Coordinator course, CITI Human Subjects Research and Good Clinical Practices training courses, Privacy and Conflict of Interest training, and regulatory training. The experiential component will place interns with clinical research study teams, including a designated clinical research professional mentor. Interns will also attend Clinical Research Professional Group (CRPG) and IRB meetings, and participate in weekly group learning experiences that include invited panel discussions and an integrative seminar.

Interns will receive a stipend and are expected to provide their own housing accommodations and transportation to the assigned campus each day.*

Interested applicants are asked to attend at least one of the following information sessions to be held via Zoom:

Thursday, January 9th - 2:00-3:00 PM

Wednesday, January 15th - 3:00-4:00 PM

Thursday, January 23rd – 11:00am - Noon

Tuesday, January 28th - 1:00-2:00 PM

at <https://umassmed.zoom.us/j/96688579246?pwd=sif5rZTpZz6gGrhG2dJnRrQ71dATeG.1>

password: 382211

These meetings will provide you with an overview of the program and application process and an opportunity to ask questions. Former interns and study team mentors will be in attendance to share their experiences.

APPLICATION PROCEDURE

Applications will be accepted at:

<https://arcsapps.umassmed.edu/redcap/surveys/?s=LYHCH8RKF4NYM4RK> until **February 7, 2025 at 11:59 PM**. In addition to completing several demographic and qualification-related questions, the following materials will be required as part of your application:

- **Current Academic Transcript:** An unofficial UMass transcript is required. If you have transferred from another undergraduate college or university, a transcript from that institution will also be required.
- **Resume:** A one page resume, detailing relevant knowledge, skills, abilities, and experiences must be included.
- **Personal Statement:** In 500 words or less, please address the following: 1) Your interest(s) in the healthcare field; 2) What draws you to learn more about healthcare research; 3) Your career plans or goals following graduation (Note: being undecided is fine, though please discuss); 4) What interests you most about this internship.
- **Letter of Recommendation:** One letter of recommendation from an academic source (e.g., course instructor, academic advisor, or research mentor) who can attest to your suitability for a professional research career in healthcare is required. Please have your recommender submit the letter at the application link provided above.
- **Financial Need Information (optional):** *Housing and/or transportation support may be available on a limited basis to students with demonstrated need.

In order to provide the best mentoring team:intern matches, the application form asks applicants to select one or more teams that they would be interested in working with. Brief descriptions of each participating team's research will be made available on the program website (<https://www.umassmed.edu/ccts/education/EXCEL-UP/>) by mid-January 2025. Applicants may opt to return to their application to make or update these selections through the February 7, 2025 deadline. If no selections are made, the applicant will be considered for all internship positions.

TIMELINE

RFA Released:	Thursday, December 19, 2024
Information Sessions (via Zoom):	Thursday, January 9, 2025 - 2:00-3:00 PM Wednesday, January 15, 2025 - 3:00-4:00 PM Thursday, January 23, 2025 – 11:00 AM-12:00 Noon Tuesday, January 28, 2025 - 1:00-2:00 PM
Final Application Deadline:	Friday, February 7, 2025 by 11:59 PM
Interviews with Finalists (via Zoom)	February 27 - March 5, 2025
Notification of Selection Decisions:	Friday, March 7, 2025
Participant Commitment Deadline:	Monday, March 17, 2025
Internship Start:	Tuesday, May 27, 2025
Non-work Holidays:	Thursday, June 19 & Friday, July 4, 2025
Internship Completion:	Friday, August 1, 2025

QUESTIONS?

For questions, please email: excel-up@umassmed.edu.

To learn more about the UMCCTS and this internship program, please refer to the following websites:

<https://umassmed.edu/ccts/>

<https://www.umassmed.edu/ccts/education/EXCEL-UP/>