

Scoring Rubric for Student Conference Proposals Submitted to CURCA

	3 – 4 points	2 – 3 points	1 – 2 points	0	Score
Impact of presentation	Work will be presented at a national or international venue/location.	Work will be presented at a regional venue/location.	Work will be presented at a local venue/location.	Impact of conference not discussed.	
Student participation	Student is the sole presenter/performer; if the work is collaborative, student makes a clear case describing his/her equal work on the project and explains the necessity of collaboration for the project/presentation/performance.	Student is one of several presenters/performers for the project. The student offers a vague explanation of his/her supporting role in the project/presentation/performance.	Student is a secondary presenter/performer on the project. He/she is one of several presenters/performers.	The student does not discuss his/her role in the project/presentation/performance.	
Type of conference	Presenting within a regular session that includes predominantly professionals or graduate students of a disciplinary professional conference.	Presenting within an undergraduate session of a disciplinary professional conference or presenting at a national undergraduate conference (e.g. NCUR).	Presenting at a regional conference solely for undergraduates (e.g., GURC, Undergraduate honor society meeting, ABRCMS).	The student does not discuss the type of conference.	
Academic/ Professional Development (x2)	Cover letter and abstract clearly lay out importance of the student's research/creative activity and the importance of the venue to the student's academic and/or professional growth. Writing is clear and coherent.	Cover letter and abstract moderately describe the importance of the student's research/creative activity and the importance of the venue. Writing style may be weak and/or inappropriate for the audience with a few syntactical or grammatical errors.	Cover letter and abstract only briefly or implicitly discuss the importance of the student's research/creative activity and/or the importance of the venue. Writing may be marred by surface level errors and a misunderstanding of the professional context.	Cover letter and abstract offer no indication of the importance of the student's research/creative activity and/or the conference venue. Writing may contain many severe errors.	(x2)
Budget	Budget is clearly explained and appropriate in the cover letter. Evidence and explanations provided for proposed charges.	Budget is somewhat explained in the cover letter, and there is little evidence and explanations provided.	Budget is not clearly explained in the cover letter, and there is no evidence or explanation included for proposed charges.	Budget not explained in the cover letter and/or inappropriate for travel.	

Total score: _____ (**Note:** Reviewers may utilize the range of points to reward categories where students provide particularly compelling or detailed evidence)