

## **NU Ramp Instructions**

1. Log into NURamp with your easi credentials.
2. Select “Add New IC Application” from the “Quick Add Actions Box.”
3. Select “Summer Student Research Program (SSRP)” from the drop-down menu.
4. Click the Start Application button.
  - Form Specifics Enter:
    - Student: Enter the student’s name
    - NUID: Enter student’s NUID
    - Category (Click Undergraduate or Graduate Student)
    - Faculty Advisor: Enter the name of the advisor
    - Faculty Advisor’s Department: Choose the academic department of the faculty member
    - Undergraduate Research Program (Click on Undergraduate Research Fellows (URF) – New Application)
    - Title of the Proposal: List the Title of your proposal
    - Choose the most appropriate discipline
    - Answer the Compliance Questions
    - Upload Application Materials
  - Check the box if the page is complete and SAVE.
  - Click Route Setup and hit the route button
  - Sign off
    - Student: At the top right hand corner of NuRamp your mail box will have a blue dot indicating you have a message. Click on the message, approve, and submit the application.
    - Faculty Mentor: An email with a hyperlink will be sent to you for sign-off. Or you can log into nuramp.nebraska.edu directly and at the top right hand corner of NuRamp your mail box will have a blue dot indicating you have a message.