



FRED HUTCH
CURES START HERE®

Summer Intern Survival Guide



TABLE OF CONTENTS

Welcome! 4

About the Fred Hutchinson Cancer Research Center (Fred Hutch)

Founding 4

Who was Fred Hutchinson? 4

Scientific Divisions..... 5-7

About Your Mentor

Faculty Mentor..... 8

Staff Mentor 8

Preparing for the Internship

Mentor Interaction..... 8

Suggested Readings..... 8-9

New/Non-employee Documents..... 10

University of Washington (UW) Housing Application..... 10

SURP Interns Funded by Other Sources, i.e., Home Institution, MARC, Whitman College..... 10

What is Expected of YOU as a SURP Intern 11

Traveling to Seattle

Airfare/Ground..... 12

From the Airport..... 12-13

Living in Seattle

Housing at the University of Washington..... 13

Laundry 13

UW Housing Cost?..... 13-14

For More Information about UW Housing..... 14

Mandatory Housing Orientation 14

Check-in Location and Hours 14

SURP Alumni Perspective: Advantages / Disadvantages of Living in the UW Dorms..... 14-15

What Should I Bring if I Plan to Live in the UW Dorms?..... 15-16

Kitchen Kits..... 16

Meals..... 16

Other Meal Options..... 17

Recycling and Composting 17

Parking at the University of Washington..... 17

Intramural Activities (IMA) Facility..... 17-18

Fitness Center West 18

SURP Alumni Favorite Places to Eat Near the UW..... 18

<i>General Shopping Needs</i>	19
<i>Other Housing Options / Seattle City Map</i>	19-20
<i>SURP Alumni Strategies for Living in Seattle on a Budget</i>	20-21
<i>Don't Leave Home Without It</i>	21-22
 Health Services	
<i>Hall Health Primary Care Center</i>	22
 Transportation	
<i>Biking, Where to Purchase Used Bikes, LimeBike/Spin/Ofo Bike Share</i>	22-23
<i>UW / Fred Hutch Shuttle Service and Stops</i>	24
<i>King County Metro</i>	24
<i>Metro Routes to the Fred Hutch</i>	24
<i>The ORCA Passport</i>	24-25
<i>Seattle Streetcar, Stops, and Schedule</i>	25
<i>Need Help Navigating Local Ground Transportation?</i>	25
<i>Uber / Lyft</i>	26
<i>Zipcar / Car2Go</i>	26
<i>Fred Hutch Employee Monthly Parking</i>	26
<i>Fred Hutch Employee Daily Parking</i>	26
 Banking	26-27
 Participating in the Summer Undergraduate Research Program (SURP)	
<i>Program Dates</i>	27
<i>SURP Orientation</i>	27-28
<i>Compensation</i>	28
<i>SURP Curriculum</i>	28
<i>Professional Development Workshops</i>	28
<i>Research Seminars</i>	28
<i>'Mixers'</i>	29
<i>Social Activities</i>	29
<i>Competitive Poster Session</i>	29
<i>SURP Schedule</i>	30
<i>A Typical Work Week for a SURP Intern</i>	30
<i>Important Dates to Remember</i>	31
<i>Attire</i>	32
<i>Bloodborne Pathogens Training</i>	32-33
<i>Confidentiality Training</i>	33
<i>Human Subjects Training</i>	33
<i>Intern Deliverables</i>	33-34

<i>Establish and Maintain Connections</i>	34
<i>How to be Successful as a SURP Intern</i>	35
<i>SURP Staff Bios and Contact Information</i>	36-37
 General Information about the Fred Hutch	
<i>Campus Map</i>	38
<i>Deciphering Mail Stops</i>	38
<i>Arnold Library</i>	39
<i>Food Services</i>	39
<i>Locker/Shower Facilities</i>	40
<i>ATM (Cash) Machine</i>	40
<i>Mail Services</i>	40
<i>Fred Hutch Main Line</i>	41
<i>Local Merchants Discount Program</i>	41
<i>Fredslist Classifieds</i>	41
<i>Scientific Ressearch Seminars</i>	41
<i>Journal Clubs</i>	41
 Ways to Support the Fred Hutch	
<i>Climb to Fight Breast Cancer</i>	41
<i>Obliteride</i>	42
 SURP Alumni ‘Words of Wisdom’	42-44
 SURP Alumni Recommended Group Activities	44

We must believe that we are gifted for something, and that this thing, at whatever cost, must be attained.
Marie Curie

DISCLAIMER

This Handbook was created as a guide for interns participating in the Summer Undergraduate Research Program (SURP) at the Fred Hutchinson Cancer Research Center (Fred Hutch). The SURP is supported in parts by the National Cancer Institute’s Cancer Center Support Grant (CCSG) CURE Supplement: P30 CA015704, U54 CA13281 (FHCRC), U54 CA13283 (NMSU), the Fred Hutchinson Cancer Research Center, the University of Chicago, the MARC, Whitman College, , and individual Fred Hutch labs/research groups. For questions regarding the content of this handbook, please send an email to: SURP@fredhutch.org.

The information contained in this Handbook is subject to modification and further development in order to accommodate changing program practices. Program staff reserve the right to modify or delete information in this Handbook without advance notice. This Handbook does not constitute a contract of employment, an offer to enter into a contract of employment, or a promise of specific treatment in certain situations.

Welcome!

Congratulations on your acceptance into the Summer Undergraduate Research Program (SURP), hosted by the Fred Hutchinson Cancer Research Center (Fred Hutch)! Like most students, you're probably thrilled about this opportunity and at the same time, apprehensive about living and working in a new environment. This handbook is designed to help you successfully transition from student to intern by detailing all aspects of the program; from getting to Seattle and working at the Fred Hutch to maximizing your internship experience. Perhaps the most valuable insight comes from SURP alumni, whose feedback is catalogued throughout this handbook with the header, **Alumni Advice:** *You will likely refer to this handbook often, so be sure to keep it handy!*

About the Fred Hutchinson Cancer Research Center (Fred Hutch)

Founding

Established in 1975, the mission of the Fred Hutch is to eliminate cancer and related diseases as causes of human suffering and death. Founding members are credited with pioneering bone-marrow transplantation as a successful treatment for leukemia and other blood diseases. Today, the Fred Hutch leads research to understand, treat, and prevent cancer, HIV/AIDS, and other life-threatening diseases. Recognized as one of 41 comprehensive cancer



The Fred Hutch campus overlooks South Lake Union.

research centers nationwide, the Fred Hutch employs more than 2,700 scientists and staff and is home to three Nobel laureates [E. Donnall Thomas, MD (1990); Lee Hartwell, PhD (2001); and Linda Buck, PhD (2004)]. To learn more about the Fred Hutch, visit: www.fredhutch.org. A collection of 40 things you didn't know about Fred Hutch can be accessed here: <http://www.fredhutch.org/en/news/quest/2015-02/40-things-you-didn-t-know-about-fred-hutch.html#40things>



Fred played for the Seattle Rainiers and reached national fame with the Detroit Tigers.

Who was Fred Hutchinson?

Fred Hutchinson is one of Seattle's biggest sports heroes - a former major league baseball player and manager who died of lung cancer at age 45. Fred Hutch was founded by Dr. William Hutchinson in honor of his brother.

To learn more about the history of Bill and Fred Hutchinson, including the founding of the Fred Hutch, visit:

<https://www.youtube.com/watch?v=8XqQQmorpDY>

Alumni Advice: *When you tell people where you are working/worked this summer, the question you will get asked more than any other is, "Who was Fred Hutchinson?" So you might as well commit the answer to memory!*

Scientific Divisions

The Fred Hutchinson Cancer Research Center consists of five research divisions: Basic Sciences, Clinical Research, Human Biology, Public Health Sciences, and Vaccine and Infectious Disease. Each division has its own unique research focus.

Basic Sciences: <http://www.fredhutch.org/en/labs/basic-sciences.html>

The Basic Sciences division encompasses ~27 independent and highly interactive laboratories working in diverse areas related to all aspects of biology. The labs employ structural, genetic, molecular, cellular, developmental, and evolutionary biology methods to address unresolved questions in biology using a wide range of model systems, including viruses, bacteria, yeast, nematode worms, fruit flies, zebrafish, mice, and humans. This wide spectrum of models enables a thorough analysis of the internal workings of cells as well as studies of the complex interactions between cells and organisms.



Seth Bensussen and his mentor, Bicheng Han. Bai Lab, Basic Sciences. Photo credit: Dean Forbes.

Many of the ~50 past and current faculty members in the Basic Sciences division have received prestigious awards recognizing their scientific achievements. Dr. Linda Buck won the Nobel Prize in physiology or medicine in 2004 for her discoveries of odorant receptors and the organization of the olfactory system.

To view a video presenting basic science research at the Hutchinson Center, please watch *Basically Amazing* at: <https://www.youtube.com/watch?v=WV4wIHpyg4A>

Clinical Research: <http://www.fredhutch.org/en/labs/clinical/about.html>



Adriana Diaz and Dr. Colleen Delaney. Delaney Lab, Clinical Research. Photo credit: Bo Jungmayer.

The Clinical Research division is home to one of the world's leading centers for marrow transplantation. The work conducted by its members established marrow transplantation as a clinical procedure capable of curing thousands of patients of hematologic malignancies and other diseases of the blood and immune systems. The division was honored in 1990 when E. Donnall Thomas, former division director, was awarded the Nobel Prize in physiology or medicine for his contributions to understanding the immunology of marrow transplantation. Home to more than 100 faculty members, the Clinical Research

division recorded several “firsts” in cancer research and treatment, including:

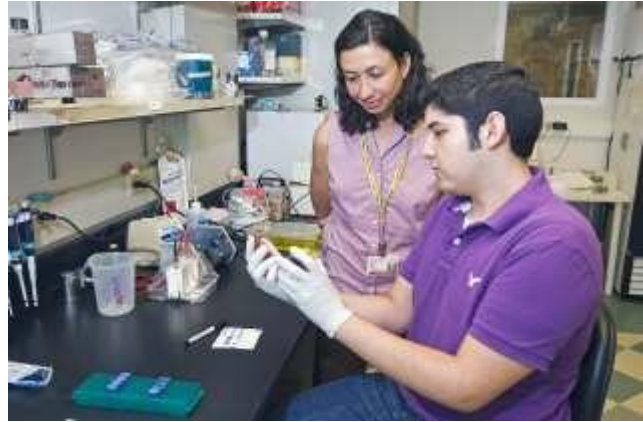
- Developing the first FDA-approved antibody-targeted chemotherapy, making chemotherapy less toxic and more effective.
- Successfully using a patient's cloned infection-fighting T cells as the sole therapy to put melanoma into long-term remission without radiation or chemotherapy.

- Successfully using expanded umbilical cord blood to treat leukemia.
- Finding a way to break through the unique biological defense that pancreatic cancer uses to resist chemotherapy.

Alumni Advice: *Talk to as many people at the Hutch as possible—they are all incredible individuals with fascinating stories of how they came to the Fred Hutch.*

Human Biology: <http://www.fredhutch.org/en/labs/humanbio/about-the-division.html>

The goal of the Human Biology division is to cultivate interdisciplinary research focused on human biology and to increase ongoing research on solid tumor cancers and other complex human diseases. HB faculty have expertise in molecular and cell biology, genomics, genetics, virology, infectious disease, computational biology, pathology, and clinical research. Human Biology-sponsored research typically blends fundamental, applied, and translational techniques, which are often performed in model organisms and in vitro systems.



Thomas Rodriguez and Dr. Nina Salama. Salama Lab, Human Biology. *Photo credit: Dean Forbes.*

Public Health Sciences:

<http://www.fredhutch.org/en/labs/phs/about.html>



Brittini Wilson and Dr. Margaret Madeleine. Epidemiology Program, Public Health Sciences. *Photo credit: Bo Jungmayer.*

The mission of the Public Health Sciences division is to identify strategies that will reduce the incidence of and mortality from cancer and other diseases. Using large human populations as their “laboratory,” PHS faculty focus on determining causes of cancer, identifying and assessing effective screening and treatment methods, developing prevention strategies that reduce the risk of cancer, and developing research strategies to help people adopt healthier lifestyles to minimize or avoid disease risk. This prevention oriented research also extends to other diseases, including HIV/AIDS, cardiovascular disease, diabetes, and fractures.

The PHS division is organized into six administrative programs that are founded upon an interactive and interdisciplinary research orientation. These programs include: Biostatistics and Biomathematics, Cancer Prevention, Computational Biology, Epidemiology, and Translational Research. PHS-sponsored statistical, epidemiological, and prevention research projects take place world-wide.

Alumni Advice: *Do your research! You don't want to arrive on the first day of the internship without having a general knowledge about the Fred Hutch.*

Vaccine and Infectious Disease: <http://www.fredhutch.org/en/labs/vaccine-and-infectious-disease.html>

Research within the Vaccine and Infectious Disease division integrates computational, laboratory, and clinical research methods to advance the understanding of microbial pathogenesis and infectious disease processes. VIDD faculty lead the HIV Vaccine Trials Network (HVTN) - the world's largest clinical trials network for the development and testing of an HIV vaccine. Division faculty members are also studying cancer-associated infections such as herpesvirus-8, as well as common pathogens including herpes simplex viruses, cytomegalovirus, and infectious fungi. VIDD has specific initiatives in Uganda, China, and the Republic of South Africa to advance the understanding of infection-related cancers and infectious diseases that affect high-risk populations in these regions.



Naheni Teopista, left, plays with her 6-year-old granddaughter, Naula Kamondi, who was feeling better after starting treatment for Burkitt lymphoma. Photo credit: Robert Hood.

To learn more about the breadth of Fred Hutch research endeavors and patient outcomes, please consider viewing some of the following videos:

- *The Art of Science:* <http://www.youtube.com/watch?v=gDte732xoO8>
- *A Future Shared Through Transplantation:* <http://www.youtube.com/watch?v=v3wH-aeRdSA>
- *The Promise of Immunotherapy:* <http://www.youtube.com/watch?v=uxWb9Jouvwk>
- *Bringing Light;* a short video documenting Tumor Paint research led by Dr. Jim Olson, Fred Hutch faculty member and pediatric oncologist at Seattle Children's Hospital. His team developed Tumor Paint by re-engineering scorpion venom (chlorotoxin), which naturally targets brain cancer cells, by tagging it with a molecule that acts like a flashlight, causing brain tumors to "light up" during surgery so the margins can be seen more easily. The goal is to help surgeons remove as much cancer as possible while safely leaving normal brain tissue intact: <http://vimeo.com/51888804>
- *Cord Blood Transplantation:* <http://www.fredhutch.org/en/treatment/treatment-research/cord-blood-transplantation.html>
- *Dr. E. Donnall Thomas, 1920 – 2012:* <https://www.youtube.com/watch?v=xZ5gWRgU2EA>
- *Science for Life Seminar Series*, featuring Drs. Nicole Frahm (*New Frontiers in Developing an HIV Vaccine*); Mario Kratz (*Diet, Obesity and Chronic Disease – What Do We Know?*); Hans-Peter Keim (*Gene Therapy: Repairing our DNA*) and Jim Olson (*Harnessing Nature's Weapons Against Cancer*): <http://www.fredhutch.org/en/events/science-for-life/videos.html>
- *Patient Story: Jesse Quinn:* <http://www.fredhutch.org/en/labs/clinical/projects/cord-blood-program/patient-stories/patient-story--jessie-quinn.html> Dr. Mark Roth's TED Talk, *Suspended Animation is Within our Grasp:* http://www.ted.com/talks/mark_roth_suspended_animation
- An archive of Fred Hutch faculty interviews and/or Hutchinson-sponsored videos can be viewed on YouTube at: <http://www.youtube.com/user/HutchinsonCenter1>

About Your Mentor

Faculty Mentor

Interns are strongly encouraged to learn about their faculty mentor's research expertise and/or read their publications prior to the start of the SURP. To learn more about your mentor's research interests, please visit the Arnold Library's Researcher Profiles page at:

<http://sharedresources.fhcrc.org/profile>. To learn more about your mentor's lab or research group, please visit the Hutchinson Center's lab homepage at: <http://labs.fhcrc.org/>. To reference your faculty or staff mentors' publications, please visit Google or Pub Med Central at:

<http://www.ncbi.nlm.nih.gov/pmc/> (simply type your mentor's name in the search category at the top of the page). You may also be able to view your faculty mentor's scientific presentations via YouTube.

If I have seen further than others, it is by standing upon the shoulders of giants.

Sir Isaac Newton

Staff Mentor

In most cases, interns will work in their faculty mentor's lab/research group under the direct guidance of a staff mentor, such as a staff scientist, post-doctoral fellow or graduate student. While you will have opportunities to interact with your faculty mentor, you will have more direct, routine interaction with your staff mentor. Working with a staff mentor presents a great opportunity to inquire about preparing for and succeeding in graduate or medical school, pursuing a research career, etc.

Preparing for the Internship

Mentor Interaction

You should expect your faculty or staff mentor to initiate contact with you about six to eight weeks prior to start of SURP. If you haven't had any prior communication with your staff mentor, feel free to contact him/her via email and inquire how to best prepare for this experience. To obtain your staff mentors' email address, enter their first and last name in the Fred Hutch directory at: <http://www.fredhutch.org/en/util/directory.html>

Alumni Advice: *Your [internship] experience is literally what you make of it and whether you decide to capitalize on networking opportunities. To prepare for this experience, I took one day out of the week to read a paper that outlined studies done in my host lab. This was important because I knew background information prior to starting the internship.*



From left: Dr. Takakazu Kawase, SURP intern, Nate Ord, and Andrea Towlerton. Warren Lab, Clinical Research. Photo credit: Dean Forbes.

Suggested Readings

This list of **optional** reading may prove helpful to your preparation for a career in biomedical research:

- *The Guide to Life Science Careers* helps you explore career options by starting with an assessment of who you are and how you work best. The guide includes interviews with various professionals so you can learn how others became successful and understand the positive and negative aspects of various career choices. To access the Guide, visit:

<http://www.nature.com/scitable/ebooks/guide-to-life-science-careers-14053951>.

- *A Feeling for the Organism: The Life and Work of Barbara McClintock*, Evelyn Fox Keller
- *A World Without Cancer: The Making of a new Cure and the Real Promise of Prevention*, Margaret Cuomo
- *The Emperor of All Maladies: A Biography of Cancer*, Siddhartha Mukherjee
- *The Immortal Life of Henrietta Lacks*, Rebecca Skloot
- **The Last Lecture*, Randy Pausch (*staff favorite!)
- *Complications: A Surgeon's Notes on an Imperfect Science*, Atul Gawande
- *Don't Be Such A Scientist: Talking Substance in an Age of Style*, Randy Olson
- *On Call: A Doctor's Days and Nights in Residency*, Emily Transue
- *Patient by Patient: Lessons in Love, Loss, Hope, and Healing from a Doctor's Practice*, Emily Transue
- *The Woman in the Surgeon's Body*, Joan Cassell
- *What Doctors Feel: How Emotions Affect the Practice of Medicine*, Danielle Ofri
- *One Doctor's Quest to Save People by Injecting Them With Scorpion Venom*:
<http://www.wired.com/2014/06/scorpion-venom>

The following readings were recommended by Fred Hutch faculty:

- *Bad Blood: The Tuskegee Syphilis Experiment*, James H. Jones
- *Better*, Atul Gwande
- *Cutting for Stone*, Abraham Verghese
- *Doctors*, Sherwin Nuland
- *How Doctors Think*, Jerome Groopman
- *How We Die*, Sherwin Nuland
- *Mountains Beyond Mountains: The Quest of Dr. Paul Farmer, a Man Who Would Cure the World*, Tracy Kidder
- *My Own Country*, Abraham Verghese
- *Outliers*, Malcolm Gladwell
- *Rosalind Franklin: The Dark Lady of DNA*, Brenda Maddox
- *The Biology of Cancer*, Robert A. Weinberg
- *The Spirit Catches You and You Fall Down*, Anne Fadiman
- *Your Medical Mind: How to Decide What is Right for You*, Jerome Groopman
- **When Breathe Becomes Air*, Paul Kalanithi (*staff favorite!)

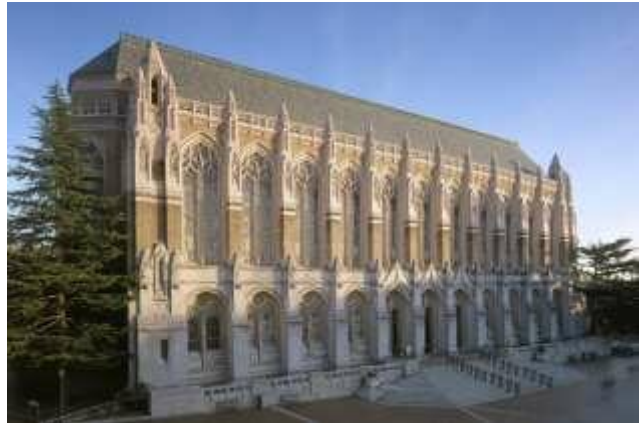
Let me tell you the secret that has led me to my goal. My strength lies solely in my tenacity.

Louis Pasteur

Alumni Advice: *Read as much as you can as often as you can. When you are waiting on incubations or washes, READ!*

New/Non-employee Documents

A link to the New Employee Forms portal (or the Non-employee Forms portal for students whose salary is covered by another funding source, such as their home institution, the Maximizing Access to Research Careers (MARC) program, Whitman College, or an individual Fred Hutch lab/research group) will be sent via email in early June. Interns are asked to print the new employee documents (or non-employee documents for students whose salary is covered by another funding source) and bring the signed materials to the SURP orientation that starts at **9 am on Monday, June 17** in the **Arnold Building, conference rooms M4-A805/817**, along with proper ID (*original and 1 photocopy*) for submission to Human Resources staff.



Suzzallo Library, University of Washington. *Photo credit: Turner Construction.*

University of Washington (UW) Housing Application

The UW housing application will be supplied as a separate link via email. We anticipate the applications will be available in late March. Please be aware that the UW Conference Services operates independent of the Fred Hutch; therefore questions about housing should be directed via email to: hfscon@uw.edu or phone at: (206) 543-7636.

SURP Interns Funded by Other Sources, i.e., Home Institution, MARC, Whitman College

The Summer Undergraduate Research Program welcomes students whose salary is covered by another funding source, such as their home institution, the MARC program, Whitman College, or an individual Fred Hutch lab/research group. The federal government strictly prohibits individuals from receiving two overlapping sources of federal funding [the Summer Undergraduate Research Program is supported in parts by a Cancer Center Support Grant (CCSG) and a U54 award, both of which are funded by the National Cancer Institute (NCI)]; therefore the information on the following pages regarding salary, travel reimbursement, ground transportation, etc. **does not apply** to students whose salary is covered by another funding source. Students sponsored by a Fred Hutch lab/ research group will negotiate their status as a paid employee or volunteer directly with their host lab/research group. Any compensation received is independent of the Summer Undergraduate Research Program.

*I never thought of stopping,
and I just hated sleeping. I can't
imagine having a better life.*

Barbara McClintock

What is Expected of YOU as a SURP Intern

It takes a significant amount of time to prepare for the arrival of summer interns. As part of this preparation, SURP staff and mentors need to communicate with students prior to their arrival; therefore:

- ✓ **Check your email frequently prior to and during the internship and respond promptly.**
- ✓ **Notify staff immediately if your participation in the SURP or travel/housing plans change.**

To ensure a productive and mutually beneficial internship experience, SURP interns will:

- ✓ **Work a full-time schedule [40 hours per week].**
- ✓ **Report sick days or any planned absences directly to: 1) staff mentor; and 2) SURP staff.**
- ✓ **Refrain from cell phone, i-pod, Skype, Facebook, and any other multi-media distractions during work hours.**
- ✓ **Be mindful of the fact that you are working in a shared workspace; visits to the lab/office among family, friends, and/or significant others should be limited.**
- ✓ **Demonstrate a willingness to learn. Be responsible, accountable, and use initiative!**
- ✓ **Take time to interact with your faculty and staff mentors, other staff/lab members, and fellow interns. You will benefit greatly from the exchange of diverse academic and research experiences.**

In addition to conducting a mentored research project, SURP interns will participate in professional development workshops to facilitate the preparation of competitive applications for graduate or medical school, attend weekly research seminars regarding a broad array of scientific topics, and participate in after-hours 'mixers' to interact with Fred Hutch faculty, staff, and fellow trainees on an individual basis.

- ✓ **Participate in all SURP-sponsored activities. Notify staff when you cannot participate in an event.**
- ✓ **Be prepared to ask questions and actively participate in these sessions!**
- ✓ **Submit program-sponsored assignments [pre-survey, personal statement, resume, abstract, poster, program evaluation, and post-survey] on time. It is expected that these assignments will be completed *outside* of work hours.**

The SURP sponsors a number of social activities to foster interaction among interns and staff.

- ✓ **Plan to attend SURP-sponsored social activities unless it conflicts with work time.**
- ✓ **Notify staff immediately if you cannot attend a particular event.**

In order to demonstrate the efficacy of the SURP and continually improve the quality of Fred Hutch-sponsored internships, we need to learn about student's academic and career activities post-program. Staff will follow-up with you after the SURP has concluded to learn whether you are pursuing graduate or medical school or a biomedical research-related career.

- ✓ **Plan to participate in follow-up communication [Annual Training Program Follow-up Survey] with SURP staff.**

The nine-week internship will be over before you know it.

- ✓ **Take time to enjoy every minute of the experience and most importantly, have FUN!**

Traveling to Seattle

Airfare/Ground

The SURP will cover the cost of travel to and from Seattle (up to \$450.00). If you choose to fly to Seattle, please email your preferred airline itinerary to Marilyn Drennan (mdrennan@fredhutch.org) with the following information **on or before Friday, April 19**: 1) Preferred airfare itinerary; 2) Full name as it appears on your driver's license; 3) Date of birth; 4) Cell phone number; and 5) Seating preference i.e., window, middle, aisle. The program will pre-pay for your airfare and email the itinerary to you.

If you prefer to drive to Seattle, the 2019 Internal Revenue Services standard mileage rate of \$.58 will be multiplied by the number of miles driven to determine your reimbursement; however you cannot receive reimbursement above the \$450.00 travel cap (e.g. Las Cruces, NM is approximately 1,568 miles away from Seattle. 1,568 miles multiplied by \$.58 equals \$909.44, but the maximum roundtrip reimbursement that can be claimed is \$450.00). Students are eligible to receive mileage reimbursement *after* having arrived in Seattle. To request reimbursement, students are asked to send an email to Marilyn Drennan (mdrennan@fredhutch.org) that includes: 1) date of departure; 2) departure city/state; 3) date of arrival; 4) arrival city/state; 5) number of miles driven. A reimbursement check will be issued approximately two weeks after submitting mileage information.



Seattle is home to landmarks like the Space Needle.

From the Airport

Students are responsible for coordinating their ground transportation arrangements to and from the Seattle-Tacoma International Airport (Sea-Tac). Taxi, Lyft/Uber, town car, and shuttle services are located on the third floor of the parking garage at Sea-Tac. Shuttle or town car reservations need to be made at least 24-hours in advance.

SeaTac is located at: 17801 International Blvd Seattle, WA 98158. Students who choose to live at the University of Washington will check in at Lander Hall front desk, located on the corner of NE Campus Parking and Brooklyn Avenue at: 1201 NE Campus Parkway Seattle, WA 98105.

It will take ~35 minutes to get from Sea-Tac to the University of Washington campus with little to no traffic. It can take up to an hour or more to get from Sea-Tac to the University of Washington campus in rush hour, which runs from *approximately* 7:30 – 9:30 am and 3 – 6 pm.

Check-in for interns planning to live in the dorms on the UW campus will take place between 2 - 5 pm on Sunday, June 16; therefore program staff will carefully coordinate your airfare arrangements to ensure that you arrive at SeaTac before 3 pm. A list of ground transportation options is provided below.

- **Shuttle Express** Go to: www.shuttleexpress.com to select your preferred pick-up and drop-off locations, as well as the estimated time of arrival/departure, and pay to confirm your spot. The approximate fare from Sea-Tac to the University of Washington is *approximately* \$30 each way.
- **Sound Transit:** Central Link Light Rail (Train) travels between SeaTac Airport and UW Husky Stadium. The Light Rail runs every 6, 10, or 15 minutes depending on the time of day. Service is available from 5 am to 1 am Monday through Saturday and from 6 am to midnight on Sunday and holidays. Adult fares range from \$2.25 to \$3.25 depending on how far you travel. Tickets

must be purchased at various kiosks before boarding the Link. To plan your trip, visit: <http://www.soundtransit.org/Trip-Planner> or call: (206) 398-5000.

Please note: Although SURP alumni recommend taking the Light Rail from Sea-Tac to the University of Washington campus, it is important to note that there is not a direct route, meaning you will cart your luggage to the Light Rail station at Sea-Tac Airport and get off the Light Rail at the University of Washington/Husky Stadium Station, which is 0.8 miles from Lander Hall, where you will check-in for UW housing. There are numerous buses that depart from near the UW Light Rail station to Lander Hall (bus 43, 44, 48, 271, 540, 541, 542, 554, 556, 71, or 73). Check Google® maps on your phone for the quickest route! After checking in at Lander Hall, you will then walk to Stevens court. This is not only time-consuming, but requires very careful schedule coordination between the Light Rail and Metro bus. Students who opt to use the Light Rail to get to and from Sea-Tac are strongly encouraged to plan their route and confirm the timetables well in advance of departure.

- **Seattle Yellow Cab** Call (206) 622-6500. The *approximate* fare from Sea-Tac to the University of Washington at \$2.50/mile is \$50 each way.

*If the cost of airfare is less than \$450, the SURP will reimburse students for the cost of luggage fees and/or ground transportation to and from the airport. A receipt denoting the cost of these items is required for reimbursement. Please submit ground transportation and/or luggage receipts to Marilyn at the SURP orientation (Monday, June 17) or shortly thereafter. A reimbursement check will be issued approximately two weeks after submitting travel receipts.

Alumni Advice: *Take advantage of the travel table [that staff distribute a few weeks prior to the start of the program] to coordinate ground transportation with other interns who are arriving/departing from SeaTac around the same time. I shared a Shuttle Express van with interns whom I had contacted in advance, which reduced the cost of travel.*

Living in Seattle

Housing at the University of Washington

Housing is available at the University of Washington's Stevens Court, which is located at: 3801 Brooklyn Ave NE, Seattle, WA 98105. Steven's Court features shared apartment units that are furnished with twin beds, sofa, table & chairs, dresser, desk, and Ethernet access. Four to six rooms share a bath, living room, and kitchen facilities with other guests of their same gender. The rooms are not air-conditioned.



Laundry

Laundry facilities are available in each dorm on the UW campus. Students will need to purchase a pre-loaded debit card at the front desk. There are no refunds for unused money.

UW Housing Cost

The cost for housing is \$40 per person, per night. A \$250 reservation deposit is due with the submission of the housing application; the UW encourages early applications because housing inventory is limited. ****Payment is due in full before check-in on Sunday, June 16.** At minimum, the total cost for housing will be \$2,480 [this was calculated based on check-in on Sunday, June 16 and check-out on Saturday, August 17, which is 62 nights, multiplied by \$40]. If you subtract the \$250 deposit from that total, the amount due before check-in will be \$2,230. The UW is

implementing an online registration form, which allows you to pay any time before check in. You can choose to either pay the remaining \$2,230 in installments or as a lump sum, depending on your preference and availability of funds. Just be sure that you have paid the entire balance prior to check in!

**Since housing payment [for interns who choose to live in the dorms at the UW] is due in full before check-in on Sunday, June 16 (in the amount of \$2,230) and your first paycheck won't be issued until five days later on Friday, June 21 (in the amount of \$3,100), please let Marilyn (mdrennan@fredhutch.org) know if you do NOT have access to a credit card to apply this expense to, in which case, we will discuss payment options; one being to reimburse the SURP for covering the cost of housing upon check-in.

For More Information about UW Housing

You can learn more about summer housing at the University of Washington by visiting: <https://hfs.uw.edu/Live/Housing-Locations/Stevens-Court> You may also take a virtual tour of the facility at: https://www.youtube.com/watch?v=oRP4uAuX_10. Questions about housing at the University of Washington, including roommate assignments, may be directed via email to: hfsinfo@uw.edu or phone at: (206) 543-4059.

Mandatory Housing Orientation

Stevens Court summer residents are required to complete an online orientation prior to check in. This link will be provided in an email confirmation. Guests will NOT be permitted to check in until the online orientation has been completed.

Check-in Location and Hours

Upon receipt of a \$250 reservation deposit, you will receive a confirmation letter from the UW that provides additional check-in information.

***Check-in takes place on **Sunday, June 16** from **2 -5 pm** at the **Lander Hall** front desk, which is located on the corner of NE Campus Parkway and Brooklyn Ave at: 1201 NE Campus Parkway Seattle, WA 98105. **Please note:** The UW is doing the Fred Hutch a tremendous favor by allowing our trainees to access housing early; therefore we appreciate your consideration and flexibility in the event that a room is not ready for you upon check-in.

Questions or concerns about check-in at Lander Hall may be directed via email to: hfsinfo@uw.edu or phone at: (206) 543-4059



Alumni Advice: *The part of the internship that I enjoyed the most was the intern community. It was such a unique experience to be surrounded by so many fun and intelligent peers, all with similar academic interests. While I definitely learned a lot from the weekly research seminars, I may have learned even more from the other interns just by interacting with them on a daily basis. I don't think this is a kind of learning experience that you encounter very often and I feel fortunate to have had the opportunity to be a part of this community.*

SURP Alumni Perspective: Advantages / Disadvantages of Living in the UW Dorms

Cost	+	<i>I would absolutely tell [future interns] to live on campus! I thought this was going to be terrible, but while it WAS expensive, I made some great friends!</i>
-------------	---	--

	-	<i>UW housing is significantly more expensive than finding a sublet. It is</i>
Time/Convenience	+	<i>The housing at UW was convenient because we could take the free shuttle to work.</i>
	-	<i>I lived at home, so I commuted everyday about 45 minutes each way. This made it difficult to have the social interaction many of the other interns had.</i>
Social Interaction	+	<i>Make sure you live on campus! I know it is tempting to save some money with off-campus housing, but creating this community of interns turned this into the most magical summer of my life.</i>
	-	<i>The one regret I have living at home instead of at the dorms with the rest of the interns.</i>
Amenities	+	<i>Laundry facilities on-site!!</i>
	-	<i>The apartments are dorm-like with one bathroom unit that includes two side-by-side showers and two side-by-side toilet stalls for six people to share. The rooms are a decent size, but the space does not compare to the price. It is hard to maintain accountability for cleanliness in an apartment situation that is so large.</i>
Expectations	+	<i>I would recommend staying in the dorms, they are a really good deal for the area and you know what you are getting. I chose to live off campus and it was a mistake. Although the pictures of the apartment looked nice online, in person it was a completely different story.</i>
	-	<i>It might be helpful to remind people that these are dorm room quality, they're pretty unfurnished, and the UW administration can be difficult to deal with. Also, there is no temperature regulation so in the beginning of the summer it's freezing and by the end the rooms are humid and way hotter than outside. Having said that, they are the most convenient and not-too-expensive choice, so people just need to be aware of what to expect.</i>

What Should I Bring if I Plan to Live in the UW Dorms?

- ✓ Dining/cookware, utensils, and kitchen towels
- ✓ Tupperware
- ✓ Cleaning supplies
- ✓ Pillow
- ✓ Bed linens
- ✓ Bath linens
- ✓ Hangers

If it's important, you'll find a way. If it's not, you'll find an excuse.
Daniel Decker

- ✓ Laundry bag

Alumni Advice: *If you have your own portable grocery bag(s), bring them since they are mandated by Washington state law.*

Alumni Advice: *Bring a fan or plan to buy one because the dorms are not air-conditioned. While the weather is temperate most of the time, there were a few nights that it was impossible to sleep due to the heat. ****SURP alumni have donated 4 fans that are available upon request via email on a first-come, first-serve basis.***

The following appliances may be used in your room, but **are not** provided:

- ✓ Refrigerators under 4.3 cubic feet
- ✓ Blenders, mixers, hot-air popcorn poppers
- ✓ Hot pots and coffee pots
- ✓ One microwave oven per room, 700-watt maximum

The following appliances are prohibited:

- ✓ Halogen torchieres
- ✓ Space heaters
- ✓ All open-flame appliances (e.g. fondue pots)
- ✓ Open-coil appliances (e.g. toasters and toaster ovens)



Please note: Not all kitchen kits are consistent in quantity and inventory since interns from prior cohort years donate items at the conclusion of the program.

Kitchen Kits

Not all dorm kitchens are stocked with dining/cookware, utensils, and/or appliances. You may request to borrow a kitchen kit from Marilyn (mdrennan@fredhutch.org). These kits are available on a first-come, first-serve basis. Kitchen kits are stored in a 13 gallon plastic container and include:

- Plates, bowls, cups ;
- Dining and cooking utensils;
- Two Tupperware® nesting bowls;
- Two Pyrex® baking pans;
- Two knives; and
- Assorted pans

You will be asked to return the kit in its entirety upon completing the program.

Alumni Advice: *Contact your roommates*

ahead of time to divvy up bringing kitchen supplies and other useful household items.

Meals

There are a number of convenience stores located on the University of Washington campus where students can purchase meals, snacks, toiletries. In addition, there are multiple cafeterias and coffee bars at the Fred Hutch that offer breakfast, lunch, and snack items.

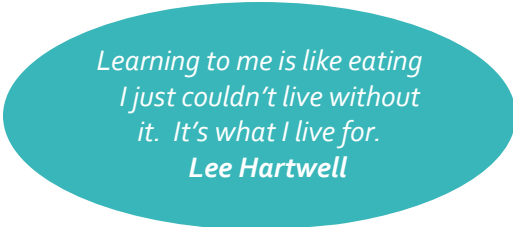
Other Meal Options

Grocery stores near the UW campus

Safeway: 4732 Brooklyn Ave. NE

Trader Joe's: 4555 Roosevelt Way NE

QFC: 2746 NE 45th St. (University Village)



Alumni Advice: *Safeway delivers groceries for a small fee. Just be sure someone is home to accept the delivery!*

Alumni Advice: *QFC is a little bit more expensive than Safeway, but it's also located in the University Village, which is a large outdoor shopping center where a lot of college students hang out, plus you can do other shopping there, too.*

Recycling and Composting

As one of the nation's most well-known eco-friendly cities, recycling and composting is expected among Seattle residents and visitors. It is common to see up to three separate bins to dispose of waste by type (bins are clearly labeled on the Fred Hutch campus, but color-coded in the city):

- Garbage (brown or black bin);
- Recycling (paper, cardboard, plastic, and aluminum foil products: blue bin); and
- Compost (all food scraps. The majority of food and beverage containers, as well as utensils and napkins available on the Fred Hutch campus, are compostable: green bin).

For a visual depiction of items that should be disposed into the corresponding bin, please see this flyer created by Seattle Public Utilities:

http://www.seattle.gov/util/cs/groups/public/@spu/@recycle/documents/webcontent/spu02_014944.pdf.

Parking at the University of Washington

Daily gatehouse parking is available on a first-come, first-served basis for approximately \$15 per weekday and \$5 on Saturdays. Parking is free on Sundays. Intern alumni have expressed that they have had difficulty purchasing a UW parking pass. For additional information about parking on the UW campus, visit: <https://facilities.uw.edu/transportation/park> or call Transportation Services at (206) 221 – 3701. Due to the high cost of parking in the city, students are encouraged to explore other transportation options to and from the UW and the Fred Hutch campuses. See the



Transportation section for more information about various transportation options. See the *Fred Hutch Employee Daily Parking* section for parking rates at the Fred Hutch campus.

Intramural Activities (IMA) Facility

The Department of Recreational Sports Programs at the University of Washington welcomes summer interns *living at the UW* to use the recreational facilities. Students may purchase a Summer Quarter Membership for the duration of the 9-week

Intramural Activities (IMA) Building, University of Washington.

program. The cost of the membership in 2019 will be \$124.12 for the duration of the summer, or \$12 per entry. Please let Marilyn know whether you would like to access the IMA **on or before Friday, April 19** and a reservation will be submitted two weeks prior to arrival. **Be sure to bring your student ID, as you will be asked to verify your student status each time you use the IMA.** A description of the facilities and further information can be found at: <https://www.washington.edu/ima/facilities/> or by calling: (206) 543-4590.

Alumni Advice: *The IMA has lockers - you just have to sign up for one in the locker room. You also get a towel, but be sure to return it at the end of each workout because they won't issue you another one.*

IMA Hours:

Monday - Friday 6 am – 9:30 pm
 Saturday 11 am – 6:30 pm
 Sunday 1 pm – 5:30 pm

Alumni Advice: *The UW Water Activities Center (the WAC) rents canoes at a quarter the price of Agua Verde. There are a bunch of awesome canals you can canoe through away from all the big boat traffic, which is really nice.*

Fitness Center West

As an alternative to the IMA, there is a small gym called Fitness Center West that is available to UW Housing & Food Services residential students for **free**. In addition to treadmills, elliptical machines, and stationary bikes, there are free weights, strength machines and two large, wood-floored studios. For more information, please visit: <https://hfs.uw.edu/Fitness-Center-West>

SURP Alumni Favorite Places to Eat Near the UW

All restaurants are located on University Avenue (also referred to as ‘the Ave’), which is just one block West of the UW campus

- **Agua Verde Café:** 1303 NE Boat Street
- **Full Tilt Ice Cream:** 4759 Brooklyn Ave NE **Alumni Advice:** *Check out Full Tilt. It's on Brooklyn Avenue just past the Safeway. It's pretty cheap and you get a huge scoop...well worth it! Yogurtland is another good option; there's one located on the Ave that has incredibly good prices. I never spent more than \$3 for froyo.*
- **Portage Bay Café** 4130 Roosevelt Way NE **Alumni Advice:** *Delicious breakfast menu at Portage Bay Café! Expect to wait about 20-30 minutes to be seated, especially on the weekends. Totally worth the wait!*
- **Thai Thom:** 4543 University Way NE
- **Schultzys:** 4114 University Way NE
- **Ugly Mug Café & Coffee Roasters:** 1309 NE 43rd Street, Ste. 101

Alumni Advice: *Shout out to Ly's Doughnuts to get doughnuts at any hour of the day. (4336 Roosevelt Way NE)*



Intern-coordinated dinner gathering at Barrio in Capitol Hill.
 Photo credit: Noah Espinoza.

General Shopping Needs

Target: 302 NE Northgate Way

Alumni Advice: *Getting to Target [from the UW by bus] is a hefty journey - take the 68, not the 75.*

Target (Downtown): 1401 2nd Ave

Ross: 332 NE Northgate Way

BestBuy: 330 NE Northgate Way

Northgate Mall: 401 NE Northgate Way

Go to www.simon.com to view the mall directory.

U-Village: 2623 NE University Village

Go to www.uvillage.com to view the shopping center directory.



Alumni Advice: *Bring your appetite because there is a food festival every weekend!*

Other Housing Options / Seattle City Map

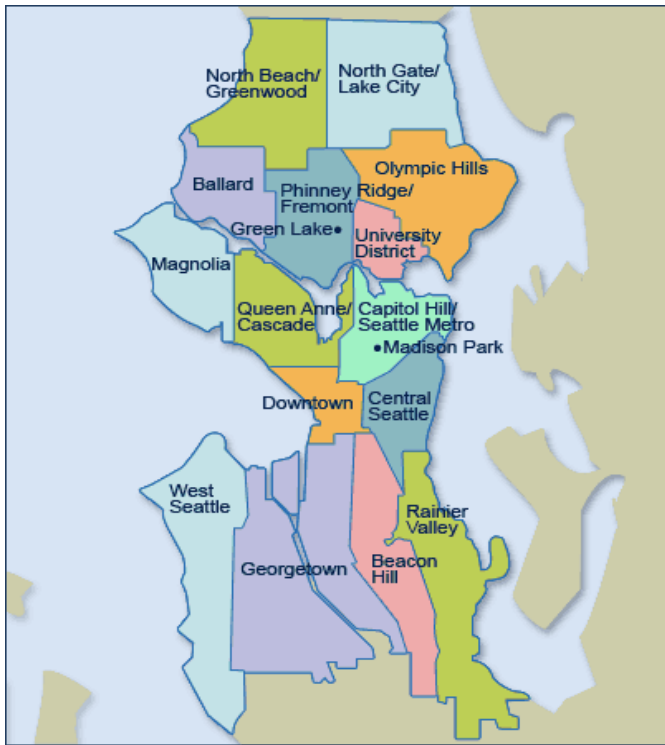
Students are welcome to make their own housing arrangements during their stay in Seattle. The Fred Hutch campus is located on South Lake Union. Neighborhoods that are close to campus include: Westlake, Eastlake, Capitol Hill, Queen Anne, and the University District. We encourage you to visit the Seattle Neighborhood Guide (<http://seattle.findwell.com/seattle-neighborhoods/>) to familiarize yourself with these communities in order to make an informed decision about where you wish to live. The most common places to look for housing include:

- The Classifieds section of the University of Washington's student newspaper, The Daily (www.dailyuw.com);
- Craigslist Seattle (<https://seattle.craigslist.org>); and
- The Seattle Times (www.seattletimes.nwsourc.com/html/home/index.html).

Other temporary housing options include:

- Airbnb: Lists vacation rentals in and around the Seattle area: www.airbnb.com/seattle
- The Belltown Inn: 2301 3rd Avenue, Seattle, WA 98121
For more information, visit: <http://www.belltown-inn.com/>
- The Marriott Residence Inn: 800 Fairview Avenue N. Seattle, WA 98109
For more information, visit: <http://www.marriott.com/hotels/travel/sealu-residence-inn-seattle-downtown-lake-union/>

The Marriott Residence Inn is across the street from the Fred Hutch. All units are suites that include a full kitchen stocked with essential kitchen supplies, a sitting room, and a separate bedroom. Rates fluctuate based on the time of year, the duration of stay (the longer the duration, the less expensive the cost), and room availability. Fred Hutch guests and employees receive a discounted room rate.



Please note: a bi-fold map of the UW campus and surrounding vicinity is included as a separate attachment within the welcome packet.

- The Mediterranean Inn: 425 Queen Anne Avenue N., Seattle, WA 98109
For more information, visit: <http://www.mediterranean-inn.com/>
- Union Bay Apartments and Executive Suites: 526 Yale Avenue N. Seattle, WA 98109
For more information, visit: <https://www.unionbayapartments.com>
Union Bay Apartments offers furnished short-term housing, including all amenities, and is three walking blocks away from the Fred Hutch.
- The Vermont Inn: 2721 Fourth Avenue, Seattle, WA 98121
For more information, visit: <http://www.vermont-inn.com/>

SURP Alumni Strategies for Living in Seattle on a Budget

Food / Dining Out	<i>Farmers Markets! The University District has a Farmers Market located on University Way NE & NE 50th Street.</i>
	<i>The Double Helix Cafe in the Weintraub Building has an indoor ‘taco truck’ that offers low-price menu options. The taqueria feature authentic Mexican favorites: slow-cooked pork shoulder, chipotle chicken and chili lentil tacos. Prices range from \$2 - 2.50 per item.</i>
	<i>The Fred Hutch has a Local Merchants Discount program with discounts offered at Duke’s Chowder House, ‘Zaw Artisan Bake-at-Home Pizza, Chandler’s Crabhouse, Daniel’s Broiler, and Nollie’s Café. See the discount offered and identification required per establishment at:</i> http://centernet.fhrc.org/CN/depts/hr/ben/additional/merchant_discount.html
Transportation	<i>Recycled Cycles offers 10% off parts, clothing, accessories, and special orders for all Fred Hutch employees! Just show your employee ID to receive the discount. See the Where to Purchase Used Bikes, Uber / Lyft, and Zipcar / Car2Go sections (pages 22 – 26) within the Transportation chapter for additional low-cost transportation methods.</i>
Entertainment	<i>Check out the Activities and Merchandise section of the Fred Hutch Local Merchants Discount program at:</i> http://centernet.fhrc.org/CN/depts/hr/ben/additional/merchant_discount.html

	<p>for discounts on:</p> <ul style="list-style-type: none"> • Seattle Mariners' baseball tickets • Seattle Theatre Group (performances at The Paramount, The Moore, and The Neptune theatres) • Events at the Tacoma Dome <p>Download the Gametime App for to buy last-minute sport and concert tickets for up to 60% off. Tickets are delivered directly to your phone.</p>
<p>Exercise</p>	<p>Hot Yoga, Inc. offers 10 classes for only \$10 to all new students! After your 10 classes are completely used (within 30 days of your first class), you get a 15% discount off all regularly priced packages, which is valid at all Hot Yoga, Inc. locations. You need show your Fred Hutch ID badge to receive the discount. See the Health Club Discounts section of the Fred Hutch Local Merchants Discount program at: http://centernet.fhcrc.org/CN/depts/hr/healthy/health_clubs.html for other venues that offer discounted rates to Fred Hutch employees.</p>

Don't Leave Home Without It!

- ✓ **Completed New/Non-employee documents** (a link to the New/Non-employee Forms portal will be sent via email a few weeks prior to the start of the program). Please bring the signed materials to the orientation that starts at **9 am on Monday, June 17** in the **Arnold Building, conference rooms M4-A805/817**.
- ✓ **An original and one photocopy of your driver's license, social security card or birth certificate or other forms of proper ID.** If you are not a U.S. citizen or permanent resident, you will need to present your green card as one form of ID. A list of acceptable forms of documentation to accompany Form I-9, Employment Eligibility Verification can be found on the New/Non- Employee Forms portal. *Please do not underestimate the importance of presenting proper ID on orientation day. New employees have up to three days to confirm their identify and employment eligibility with HR. After that period of time has elapsed, Fred Hutch is in violation of the Department of Homeland Security regulations and you may consequently be ineligible to complete your participation in the SURP.*
- ✓ **Passport** Students who wish to visit Vancouver or any other city in British Columbia must present a passport when crossing the border into Canada.
- ✓ **Student ID** Students who live at the University of Washington must present a student ID upon check-in at Lander Hall. In addition, a Student ID is required for each check-in at the IMA. You can also present this form of identification at establishments that offer a student discount.
- ✓ **Completed Fred Hutch/SCCA Affiliate ORCA Passport Use Agreement** (this form is included within the welcome packet). Students will have the option to purchase the ORCA



Rini Kasinathan and Dr. Laurie Snider. Tapscott Lab, Human Biology. Photo credit: Bo Jungmayer.

Passport on orientation day or anytime thereafter. See the Transportation section (pages 22 – 26) for more information the ORCA Passport.

- ✓ **Memory stick.**
- ✓ **Calendar or other personal organizer.**
- ✓ **Business casual and recreational attire.**

Alumni Advice: *The Hutch is really casual; bring several pairs of jeans.*

- ✓ **Comfortable walking shoes.**
- ✓ **Clothing for rainy and/or cool weather, such as a fleece or windbreaker with a hood and an umbrella.**

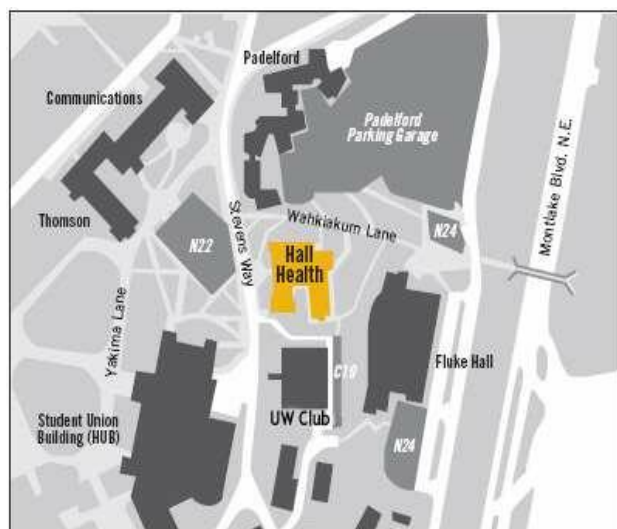
Alumni Advice: *It would be helpful to bring fall clothes; I didn't bring long-sleeved shirts, sweaters, or light-weight jackets because I expected warmer weather.*

Health Services

Hall Health Primary Care Center

Hall Health is a member of the University of Washington Physicians Primary Care Network and is a preferred provider for many health insurance plans. As an outpatient clinic, Hall Health offers care to University of Washington students, faculty, staff and the general public.

Cost of service is dependent on insurance status and what the patient's needs are. A first visit fee could fall in the range of *approximately* \$75- \$300. Patients are responsible for paying a deposit at the time of the visit and the remaining balance will be sent to the patient or insurer via mail.



Hours of operation: Monday, Wednesday – Friday, 8 am - 5 pm; Tuesday, 9 am – 5pm. Closed Saturday, Sunday, & Holidays

General Information: (206) 685-1011

Appointments (Patient Services Center): (206) 616-2495

Directions: Hall Health is located on the main UW campus on East Stevens Circle, across from the Husky Union Building (HUB), between Padelford Hall and the University of Washington Club.

Fred Hutch Employee Health Clinic

The Fred Hutch has an on-site employee health clinic located in the Arnold building. This health clinic offers free health services to employees enrolled in a Fred Hutch sponsored medical plan. Summer interns are temporary employees, and unfortunately are not eligible to use the Health Clinic.

Transportation

Biking

Seattle is a bike-friendly city and students who live on or near the UW campus will enjoy an easy, 15-minute commute to the Fred Hutch and other local attractions/amenities.

Alumni Advice: *Be prepared for the unpredictable nature of Seattle weather!*

Where to Purchase Used Bikes

Used bikes and accessories can be bought and sold from the following sources:



- Recycled Cycles, located on the UW campus at: 1007 NE Boat Street. For more information, email: sales@recycledcycles.com.
- 2nd Base, located near the UW campus, Agua Verde, and Recycled Cycles at: 1001 NE Boat Street. For more information, visit: <http://2ndbaseattle.com/>
- The Classifieds section of the UW student newspaper, The Daily: <http://dailyuw.com/>
- Craigslist Seattle: <http://seattle.craigslist.org/>.

Alumni Advice: *A bike from 2nd Base was the best purchase I made here. I would recommend either using a U-lock or storing bikes inside, otherwise they risk being stolen.*

LimeBike / JUMP

LimeBike and JUMP are dockless short-term bike-sharing services, identified by green or red bikes, respectively. To use these services, download their respective app on your cell phone. You will be required to input payment information such as a credit or debit card.* To locate a bike, simply open the app – each bike is equipped with a GPS.

Begin your ride by scanning the QR code on the bike, which will unlock the rear wheel. To end your ride, park your bike in a safe, appropriate location (check the app to ensure you are parking in a designated bike parking areas – generally, do not park the bike somewhere that blocks car traffic, interferes with pedestrian access, or trespasses on private property) and push down the rear wheel to lock the bike. *Keep in mind that these companies do not provide helmets. In King County, it is required to wear a helmet when riding bicycles.*

Bike Company	Bike Specs	Cost
LimeBike (https://limebike.com) (Green)	Cruiser-style bike: Basket, Bells, Headlamp, 8 gears; Electric assist bikes also available	\$1 to unlock and then \$.05 per minute of riding time for pedal only bikes. \$1 to unlock and \$.15 per minute of riding for electric bikes.
JUMP (https://jump.com) (Red)	Electric assist bikes and scooters: Basket, Integrated GPS, secure locking system, electric motor	Free to unlock and then \$.15 per minute of riding time.

UW / Fred Hutch Shuttle Service

There is a **free** shuttle that operates in 20-minute intervals Monday – Friday between the University of Washington and Fred Hutch. The shuttle schedule is included as a separate document in the welcome packet you received with this Survival Guide.

Stop Locations

Day Campus:

- At the turnaround in front of the Arnold Building.

University of Washington:

- UW — University Way NE and Campus Pkwy
- Cedar – NE 41st St and 11th Ave NE (in front of the Cedar Apartments West)
- UWMC — E Columbia Rd at the RR-Wing shelter behind the UWMC Plaza Cafe



The shuttle stop on the Fred Hutch campus is located in front of the entrance to the Arnold Building. See shuttle in background.

Alumni Advice: *The shuttles don't run on the weekends, so you need to bus or bike to campus or you can walk if you're close.*

King County Metro

Metro Transit is utilized by more than 1.7 million area residents and has twice been honored as the best-run large public transportation system in North America. You can view Timetables by visiting the King Country Metro Transit website at: <http://metro.kingcounty.gov>.



Be aware that buses run less frequently in the evenings and weekends. If you plan to use public transportation on evenings and weekends, be sure to check the schedule in order to avoid lengthy wait times.

Metro Routes to the Fred Hutch

There are two main bus routes that serve the Fred Hutch campus. For more detailed route options, visit: <https://tripplanner.kingcounty.gov/>

Route #	Destinations	Frequency
67	Runs from the Northgate Transit Center to the UW Campus, to Children's Hospital.	~20 minutes
70	Runs on Eastlake and Fairview and goes from the University District to downtown Seattle	~20 minutes

The ORCA Passport

The ORCA Passport covers the full fare on all regular bus routes and can be used for multiple transportation services, including Community Transit, Everett Transit, Metro Transit, Kitsap Transit, Pierce Transit, and Sound Transit bus service. The ORCA Passport can also be used on Sound Transit Link light rail, King County Water Taxi (Vashon and West Seattle routes), the

Sounder Commuter train, Seattle Streetcar, and the Kitsap Transit Foot Ferry. The ORCA Passport may be purchased for \$15 per month and can be used an unlimited amount of times. Students will have the option to purchase the ORCA Passport on orientation day and can purchase the pass at the Transportation office in the Yale building anytime thereafter. For questions about the ORCA Passport, call the Transportation desk at: (206) 667-5099.

Alumni Advice: *The ORCA passport is a great option; I would definitely recommend getting it. Payment is once-a-month and then you can ride transit unlimited.*

Seattle Streetcar

The Seattle Streetcar is the Emerald City's most convenient way to get around downtown Seattle. The 2.6 mile line connects the South Lake Union neighborhood to downtown Seattle restaurants, entertainment, and many other transportation options. The adult fare is \$2.25 per trip and should be paid BEFORE boarding using the fare box machine located at the stop. You can also use the ORCA Passport on the streetcar. To learn more about the Seattle Streetcar, visit:

<https://seattlestreetcar.org/>

Streetcar Stop Locations

The Seattle Streetcar operates on a round trip route from the corner of Fairview and Ward to the corner of Westlake and Olive, near the Westlake Transit Hub.



Streetcar Schedule

The Streetcar runs seven days a week during the following hours and intervals:

- Monday through Thursday: 6 am - 7 am at 15-minute intervals; 7 am – 7 pm at 10-minute intervals; 7 pm – 9 pm at 15-minute intervals.
- Friday and Saturday: 6 am - 11 pm at 15-minute intervals
- Sunday and Holidays: 10 am - 7 pm at 15-minute intervals

Need Help Navigating Local Ground Transportation?

The Puget Sound Trip Planner app can help you plan your transit trip, find the best stops, and see upcoming departures. The app works with all modes of public transportation — bus, light rail, streetcar, ferry, water taxi, and the monorail. This free app is available for iPhone or Android users at: <http://metro.kingcounty.gov/trip-planner/mobile-apps/>

Alumni Advice: *One Bus Away [an app for smartphones] is a lifesaver when trying to navigate the bus system – especially for first-time public transportation riders.*

Uber / Lyft

Uber and Lyft are two convenient, on-demand car services available in Seattle. To utilize either service, you need to download their respective apps and create a free account. Keep in mind that you will have to register a credit card for car ride payment. For more information about either car service, please review their websites: <https://www.uber.com/> (Uber) and <https://www.lyft.com/> (Lyft).



Zipcar / Car2Go

Car2Go and Zipcar are two car-sharing services that enable you to reserve a car for personal use. Reservations can be for as little as per



Interns attend a Seattle Sounders MLS match.

minute (Car2Go) or up to a week (Zipcar). Both companies require registration and an approved membership before car usage. For more information, visit: <http://seattle.car2go.com/> (Car2Go) and <http://www.zipcar.com> (Zipcar).

Fred Hutch Employee Monthly Parking

All Fred Hutch employees are eligible to apply for a parking permit. Permits are issued on a space-available basis and there is often a waiting list of at least one month or more. The employee monthly parking rate is \$135. Please visit the Transportation Office, located on the first floor of the Yale building, to inquire about purchasing a pass after your arrival at Fred Hutch. You are unable to purchase a parking pass or get on the waitlist until after you have been onboarded on orientation day.

Fred Hutch Employee Daily Parking

You may purchase daily parking for \$16 at the Transportation office in the Yale Building. Please note that daily parking is limited, and often fills up by 8 am.

Banking

You will undoubtedly want to cash your paychecks and access cash during your residency in Seattle. If your home bank is not local, you may be subject a service fee for any transactions you wish to make. While most banks have mobile apps that allow you to deposit checks on your phone, many banks have a limit on the amount that can be deposited using mobile check deposit. To avoid transaction fees and easily access cash, we suggest the following options:

Bank of America: 4701 University Way NE, (located near the UW campus)

Bank of America will not charge you for opening or closing an account. There are no additional fees for transferring money to your home bank and no minimum balance is required. You will need the following items to open an account:



- 2 forms of ID: driver's license, passport, Fred Hutch ID, student ID badge, debit/credit card
- A minimum deposit of \$25 is required to open an account. Monthly maintenance fees are waived for students under 24 years old with proper student ID.

US Bank: 4326 University Way NE (on the UW campus, ground floor of the Husky Union Building (HUB) US Bank will not charge you for opening an account; however your account must be open for 180 days. Fees *may* apply if the account is closed prior to the 180 days; students should speak with a bank

representative to request a fee waiver. No minimum balance on student checking accounts. You will need the following items to open an account:

- Government issued ID and Social Security Number
- A minimum deposit of \$25.

Wells Fargo: 4100 University Way NE

Wells Fargo will not charge you for opening or closing an account. Monthly service fees are waived for students under 24 years of age. You will need the following items to open an account:

- Government issued ID and Social Security Number
- A minimum deposit of \$25.

Participating in the Summer Undergraduate Research Program

Program Dates

The SURP is an intensive, nine-week program that begins on **Monday, June 17** through **Friday, August 16, 2019**.

Alumni Advice: *Definitely don't bank on having much free time to do super important things like apply for medical/graduate school or study for MCATs or GREs. If you have to, get it done early because the last few weeks get super busy.*

SURP Orientation

The SURP orientation starts at **9 am** on **Monday, June 17** in the **Arnold Building, conference rooms M4-A805/817**. During orientation, we will present an overview of the Fred

Hutch, review the program schedule, and discuss expectations and



The Arnold Building on the Fred Hutch campus. *Photo credit: Dean Forbes.*

program deliverables. You will be asked to introduce yourself to your fellow interns/program staff, cite your home institution, and name of Fred Hutch faculty mentor.

Interns will then be escorted to the Human Resources department, where they will submit their New/Non-employee paperwork and identification. The next stop will be the Transportation department, where interns will have their photo taken for their ID badge and submit the Fred Hutch/SCCA Affiliate ORCA Passport Use Agreement [for those who wish to purchase the ORCA Passport and/or sign up for a monthly parking pass]. A campus tour and lunch will be provided before escorting interns to their respective host lab/research group.

Compensation

Interns will receive a gross salary, i.e., *before taxes* of \$4,794 for their full-time participation in the 9-week program. The net, i.e., *take-home* salary breakdown is as follows:



2014 SURP interns participate in a book reading discussion of *The Immortal Life of Henrietta Lacks*. Photo credit: Jennifer Anderson.

Friday, June 21: \$3,100 pay advance

Wednesday, July 31: approximately \$540

Friday, August 16: approximately \$400

SURP Curriculum

In addition to completing a mentored research project, students will participate in the SURP curriculum, which includes weekly professional development workshops and research seminars, after-hours mixers, social activities, and a competitive poster session.

Professional Development Workshops

Professional development workshops are designed to facilitate the preparation of competitive applications for graduate, medical or professional school. Workshops include: preparing a personal statement, resume, and abstract; peer-review of the aforementioned writing samples; strategies for successful admission to graduate or medical school, and how to prepare and present a scientific poster. Professional development workshops take place on Tuesdays from noon to 1 pm. *Attendance at the professional development workshops is mandatory.*

Professional development workshops are designed to facilitate the preparation of competitive applications for graduate, medical or

Alumni Advice: *SURP provided a unique professional development program that prepared me to take the next step in my academic career. Their emphasis on developing a personal statement distinguishes SURP from other undergraduate research programs.*



2015 interns give and receive feedback to their personal statements with guidance from a Fred Hutch graduate student. Photo credit: Stephanie Louie.

Research Seminars

Research seminars are designed to expose students to an array of topics, discoveries, and other outcomes as a result of research conducted at the Fred Hutch. Seminars take place every Friday from noon to 1 pm. Bring your lunch and be prepared to ask questions at the conclusion of each presentation! *Attendance at the research seminars is mandatory.*

Alumni Advice: *Take advantage of every learning opportunity offered at the Fred Hutch; whether it's attending a seminar that's relevant*

to your research or going to a presentation that just looks interesting. It's all worthwhile!

'Mixers'

'Mixers' are hosted after work hours and provide an opportunity for interns to interact on an individual basis with Fred Hutch faculty, staff, and fellow interns. 'Mixers' include instruction on social and professional networking, a book club in which interns read a book (book reading assignment will be forthcoming) and pose questions to facilitate critical discussion within the group, and 'Speed Mentoring. Attendance at the 'mixers' is optional, but highly recommended.



Using a speed-dating format, interns interact with medical students, MD/PhD trainees, and graduate students, who offer their perspective and advice in response to questions about their experience seeking admission to medical or graduate school. Photo credit: Stephanie Louie.



2015 SURP interns exploring nearby Rattlesnake Ridge.

Social Activities

The SURP sponsors up to three social activities per summer. Past activities have included: attending a Seattle Mariners MLB game OR a Seattle Sounders FC match, riding the Seattle Great Wheel OR touring the Theo Chocolate Factory, taking a ferry to Bainbridge Island, and hiking Mount Rainier.

Competitive Poster Session

Students are required to prepare a poster outlining their summer research project and

will present their poster at a competitive poster session on **Friday, August 16** from **2 – 4 pm** in the **Arnold Building, conference rooms M1-A303/305/307**.

Alumni Advice: *Don't be super obsessed with getting data. This experience is not about getting data or getting published. It's about doing science in a new place and thinking about science in new ways.*

Alumni Advice: *Start working on your poster at least a week before it is due for printing. It's very satisfying to see all of your*



Meighan Parker presents her research findings. Bedalov Lab, Clinical Research. Photo credit: Philip Meadows.

work, so perfect it as much as you can.

Alumni Advice: Do not underestimate how long it will take you to format your poster.

SURP Schedule

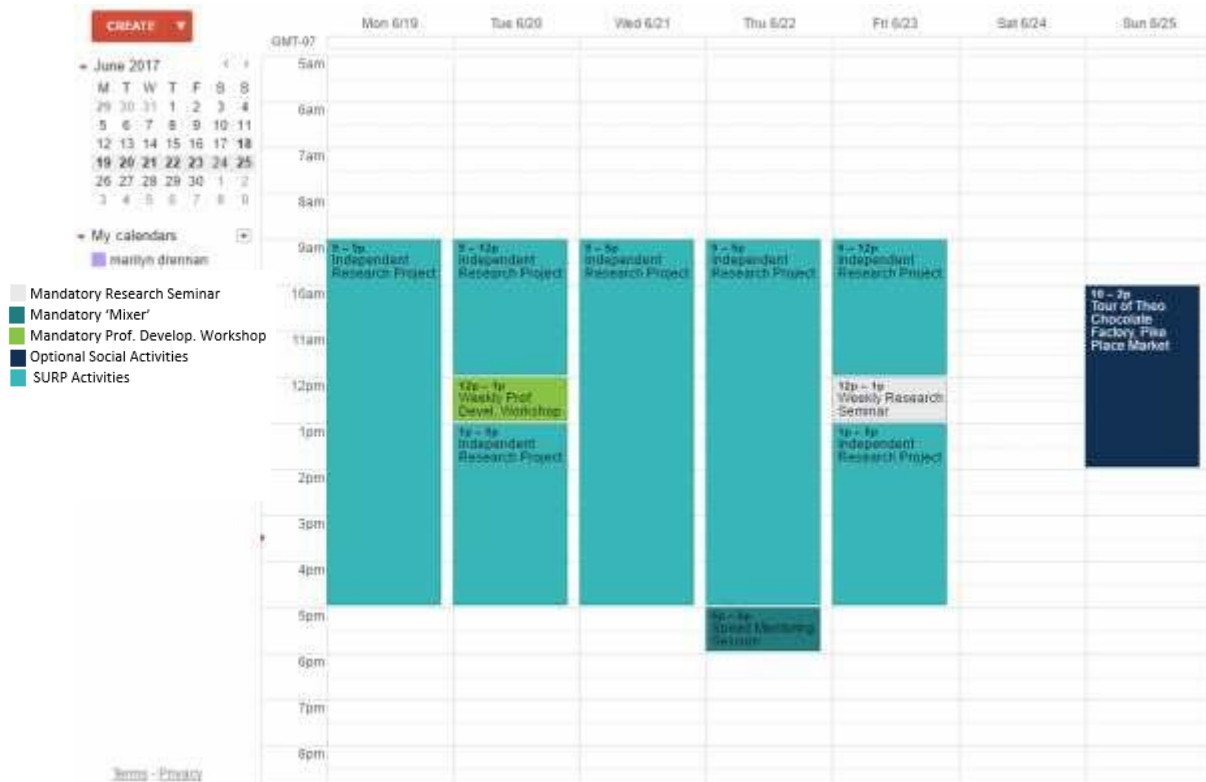
The SURP schedule will be distributed via email in mid-May. The schedule that is organized by event type will also be posted to the SURP website (<http://www.fredhutch.org/surp>). If you have a gmail account and would like permission to view the SURP schedule through Google® calendar, please email Marilyn (mdrennan@fredhutch.org) from your gmail account and she will send you an invitation.

A Typical Work Week for a SURP Intern

Individual interns' schedules will differ and may vary daily based on the demands and constraints of their respective research project and mentor availability. Interns are encouraged to discuss daily and weekly schedule expectations with their mentor. Additionally, interns are expected to proactively communicate and reconcile any conflicts between pre-scheduled lab meetings or journal clubs in contrast with the SURP curriculum with their mentor and/or SURP staff.

Alumni Advice: I considered the daily hours flexible. It ultimately depends on how much you want to get out of your research experience. The more experiments you want to do, the less flexible your schedule becomes. I found the best way to maximize my experience and the flexibility of my schedule was using Google Calendar. I planned my lab schedule a week ahead and shared my calendar with my daily mentor... Sharing this schedule with my daily mentor allowed them to adjust their schedule so she could be available to help me if needed.

Sample Weekly Schedule from 2018

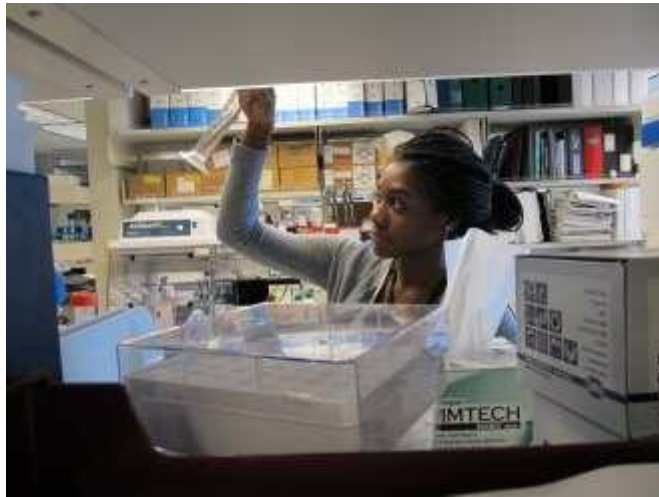


Important Dates to Remember

April 19	<i>All students whose salary is covered by the SURP:</i> Let Marilyn know which method of transportation you will use to get to Seattle. <i>For students who need airfare,</i> submit: 1) Preferred airfare itinerary; 2) Full name as it appears on your driver's license; 3) Date of birth; 4) Cell phone number; and 5) Seating preference.
April 19	<i>All students:</i> Let Marilyn know your intended housing arrangements and, if living on the UW campus, whether you wish to access the IMA.
May 3	<i>For students planning to live at the University of Washington:</i> housing application and \$250 reservation deposit is due. Date subject to change.
June 16	Travel to Seattle. <i>For students planning to live in the dorms at the UW:</i> check in at the Lander Hall front desk (1201 NE Campus Parkway Seattle, WA 98105) between 2 - 5 pm. Be sure to allow time to travel from Sea-Tac to the UW (approximately 30 – 60+ minutes, depending on traffic) to arrive during check-in hours! Payment is due in full <u>before</u> check-in.
June 17	SURP Orientation: 9 am, Arnold Building, conference rooms M4-A805/817. Bring your: 1) completed New/Non-employee paperwork; 2) ID (original and 1 photocopy); 3) Fred Hutch/SCCA Affiliate ORCA Passport Use Agreement; and 4) credit/debit card.
June 21	Pay advance if New Employee paperwork and ID is on file: \$3,100.
July 31	Second paycheck issued: ~\$540.
August 16	Competitive poster session. Final paycheck issued: ~\$400.

Attire

Students are encouraged to wear business casual attire while working at the Fred Hutch. Dresses and/or shirts with spaghetti straps are discouraged, as are low-cut or otherwise revealing shirts,



Courtney Becerril. Greenberg Lab, Clinical Research. Photo credit: Noah Espinoza.

short skirts, dresses, or shorts. Long pants and short sleeve button-up shirts are recommended for men, but ties are not necessary. Open-toed shoes [other than casual flip-flops] are acceptable, but be advised that you'll be on your feet for long hours, so be sure to pack comfortable shoes!

Alumni Advice: *Talk to as many people as you can while you are at the Hutch! I sometimes stayed late at work just so I could finish a conversation with the post-doc in my lab about her life experiences, her research, and future career options.*

Bloodborne Pathogens Training

SURP staff communicate with faculty and staff mentors of all incoming trainees to identify any training that is required before you are permitted to conduct certain aspects of your research project. If your mentor indicates that part of the work you will be doing will involve exposure to blood, body fluids or other potentially infectious materials, the Fred Hutch requires that you complete Bloodborne Pathogens (BBP) Training and provide medical documentation of your Hepatitis B vaccination status before you are introduced to the safe handling of these materials in your lab. If the research project you are contributing to will involve exposure to potentially infectious materials, SURP staff will contact you a few weeks prior to the start of your internship to indicate whether or not you need to complete this training; however when you initiate correspondence with your faculty and staff mentors in the weeks prior to your arrival, you may want to ask if you need to complete Bloodborne Pathogens and/or Confidentiality or Human Subjects training (see the criteria for completing Confidentiality or Human Subjects training in the sections below).

Interns who will be working with blood or other potentially infectious materials are recommended to have the series of three Hepatitis B vaccines. The three Hepatitis B vaccines are

typically administered in childhood; therefore you are asked to collect your Hepatitis B vaccine records and bring them to BBP training (*if the research project you are contributing to will involve exposure to blood, body fluids or other potentially infectious materials*). **It generally takes 1-2 weeks to collect these records, so we recommend that you start the process of collecting this**



2013 SURP interns attend a panel presentation featuring Fred Hutch faculty and Timothy Ray Brown, also known as 'The Berlin Patient'; the first person cured of HIV. Photo credit: Bo Jungmayer.

documentation at least two weeks before the start of your internship. A photocopy of your medical records is allowable. While supplying a copy of your records is best, it is acceptable if you are not able to submit the required documentation. At minimum, it would help if you know whether or not you have had the 3 Hepatitis B vaccines. ****If you have NOT had three Hepatitis B**

vaccines or if you do not know if you have had the vaccine, you can inform the Occupational Health Nurse whether or not you would like to receive the Hepatitis B vaccine, which will be offered at the conclusion of Bloodborne Pathogens training.**



2015 interns climb the Howe Street stairs. The stairs are ~1 mile from the Fred Hutch campus. After climbing 9 sets of stairs at 14 steps each, you can enjoy unobstructed views of Lake Union from Capitol Hill (meanwhile catching your breath).

Intern Deliverables

The SURP is designed to provide mentored research experience and expose students to biological research careers. In order to demonstrate the efficacy of the program and help students prepare for graduate, medical or professional school, interns are asked to submit the following deliverables:

- ✓ **Pre- and post-survey** In order to measure the program's impact on students' intention to pursue a career in biological research, interns will be asked to complete a pre- and post-survey via SurveyMonkey™. Your willingness to participate in the surveys is voluntary.

Confidentiality Training

All Center employees who have routine contact with or access to the identifiable health information of research participants must complete confidentiality training. Please check with your mentor to determine whether you need to complete this training. Questions can be directed to the training department via e-mail at: training@fredhutch.org or phone at: (206) 667-7740.

Human Subjects Training

Human subjects training is required for investigators and staff involved in the design, conduct, or reporting of human subjects research conducted at Fred Hutch. Please check with your mentor or visit:

<https://centernet.fredhutch.org/cn/u/irb/training/human-subjects.html> to determine whether you need to complete this training and to view course options and schedules.



Mark Tom presents his research findings to Dr. Barry Robinson. Hockenbery Lab, Clinical Research. Photo credit: Clayton Hibbert.

- ✓ **Personal statement, resume, abstract, poster** Students will be placed into peer-review groups [consisting of one to two other interns and a Fred Hutch staff scientist, post-doctoral fellow, graduate student, etc.] to review and evaluate their respective personal statement and resume. A peer-review template will be provided to help guide the focus of feedback per writing sample. Interns should seek feedback from their mentor and/or affiliated lab/research group members when drafting their 250-word abstract and compiling poster content. Students are expected to submit the final version of their personal statement, resume, abstract, and poster during the final week of the SURP.

Alumni Advice: *I would recommend completing a first draft of your personal statement and resume **before** the start of the internship because you have so much other work to do once the program starts.*

- ✓ **Program evaluation** In order to continually improve various aspects of the program, students will receive an electronic version of the SURP program evaluation at the start of the internship. Trainees are asked to evaluate activities throughout the nine-week internship as opposed to at the conclusion of the program. Staff rely on responses within the evaluation to modify the program; therefore students are encouraged to provide candid feedback.

There's two possible outcomes: if the result confirms the hypothesis, then you've made a discovery. If the result is contrary to the hypothesis, then you've made a discovery.

Enrico Fermi

- ✓ **Training program follow-up survey** In order to demonstrate the efficacy of the SURP in helping students' achieve their respective academic/career

goals, the program will administer an annual training program follow-up questionnaire via SurveyMonkey™. Your willingness to participate in this survey is voluntary.

Establish and Maintain Connections

The program has created a **Facebook** account to allow incoming interns, alumni, and program staff to interact and share information about academic and career opportunities internal and external to the Fred Hutch.

- Facebook: [www.facebook.com/fhrcinternships];



Alumni Advice: *All of the interns joined a Facebook group that we used to organize activities so that we could all hang out and get to know each other.*

After riding the Seattle Great Wheel, 2013 SURP interns visited the vendors at Pike Place Market and enjoyed a picnic lunch overlooking the waterfront. *Photo credit: Noah Espinoza.*

How to be Successful as a SURP Intern

Faculty and staff invest substantial time mentoring their interns.

- ✓ Express appreciation for your mentor's time and show a genuine interest in the project you are working on. Try to learn as much about the project as you can – remember you are making a critical contribution to the project!
- ✓ Know what is expected of you and ask questions if you are uncertain.

Alumni Advice: *Be prepared to fail at things the first few times and don't take it personally!*

- ✓ Be flexible: recognize that your daily work hours may fluctuate based on the needs of your project.
- ✓ Manage your time well. Completing your research project is the primary objective; however there will be other demands on your time. Out of respect for your mentor and other staff, do NOT procrastinate!

Alumni Advice: *Don't take online classes. Don't even consider taking an online course over the summer. No matter how dedicated you are to academia, those classes will take up a lot of your time and during this program, time is precious.*

- ✓ Plan to attend all SURP sponsored activities unless it conflicts with a work commitment.
- ✓ Know WHERE you need to be and WHEN you need to be there.

Alumni Advice: *I would recommend going to the seminars at all costs. There is no substitute for hearing innovative research from the very people who make it.*

The nine week internship will be over before you know it.

- ✓ Stay in contact with your mentors and SURP staff after the program concludes – you will inevitably need academic/career guidance and/or recommendation letter in the future. Plus, mentors and SURP staff find it greatly rewarding to follow the academic/career pursuits and achievements of their trainees.

Alumni Advice: *I was concerned about graduate and medical school applications, tests, etc. but the SURP prepares you tremendously to handle all these aspects. So, take a seat back and think before submitting things or making decisions about career choices because this experience has the potential to transform your perspective and open your eyes to options you may not have considered before. Make sure to communicate with people and tell them what your plans are so they can offer excellent advice and mentorship. I guarantee someone here has been there, done that, and made it.*

SURP Staff Bios and Contact Information



Julian Simon, PhD

Assoc. Member, Clinical Research

Phone: (206) 667-6241

Email: jsimon@fredhutch.org

Office: Thomas, D2-108

Before moving to Seattle and the Fred Hutch in 1996, my life was spent East of the Potomac River. I thought I wanted to be an educational policy wonk and I went to a nice, small college in Connecticut famous for its public policy programs, Wesleyan University. As a first-semester freshman, I filled my schedule with government and history courses. There was a pesky distribution requirement, which required me to squeeze a science course somewhere in my schedule. The only course that fit was an 8AM organic chemistry class (cue the Hallmark card commercial background music). My professor for that course, Dr. Peter Jacobi, turned what most students experience as a dry, soulless exercise in rote memorization into a vibrant intellectual puzzle. I was hooked. I spent the next three years squeezing government courses into my chemistry-packed schedule.

In graduate school at Columbia University, I got hooked on opera and good food, but still managed to get a PhD. As a post-doc, I decided to try to use organic chemistry and the ability to make compounds to study biological systems. When I came to the Hutch, I continued with this work trying to find and improve compounds that would regulate biological systems for therapeutic ends. My lab is currently working on drug development projects including prevention of hearing loss as a side effect of chemotherapeutic drugs and anti-lymphoma agents. In Seattle I discovered the great outdoors and the amazing mountains of the Northwest. It's very likely that the rest of my life will be spent West of the Columbia River.



Marilyn Drennan

Program Manager

Phone: (206) 667-4226

Email:

mdrennan@fredhutch.org

Office: Arnold, M3-A889

I grew up in Colorado, where I basked in 245 days of sunshine a year. Craving change, I enrolled at the University of Oregon (Sco Ducks!), where I was introduced to the great Pacific Northwest – and an average of 157 days of sunshine per year. Six years later, I have finally adjusted to the rain and can't imagine living anywhere but the good ol' PNW. I graduated from UO in 2016 with a Bachelor of Arts in Comparative Literature, Classics, and a minor in Journalism. Despite my academic pedigree qualifying me as the poster child for a liberal arts education, I started working with the Summer Program for Undergraduate Research (SPUR) in Biology at UO. Thanks to my experience there, I was hired as the coordinator for the SURP at Fred Hutch and moved to Seattle in October 2016. Since I am relatively new to Seattle, I love getting out and exploring all the city has to offer. My passion is travel (to anywhere but Perugia, Italy, for obvious reasons), so I am always accepting suggestions on which country to visit next! Recently I have become obsessed with true crime, and love discussing murder with fellow 'murderinos.' I also love to hike, bake – albeit often poorly – cook, read, and lounge around with my cat, Birdie.



Megan Walter
Program Assistant
Phone: (206) 667-3039
Email:
mwalter@fredhutch.org
Office: Arnold, M3-A884

I grew up north of Seattle and have lived in the Evergreen state my entire life. I attended the University of Washington (Go Dawgs!!) and graduated with a Bachelors of Science in Biology in 2012. After graduating, I spent six years managing a local coffee shop where I learned the ins and outs of the coffee industry, operating a small business, and communicating with people from all walks of life. At some point I realized that small business management just wasn't for me and I craved a change of pace. I stumbled upon the opportunity to apply for a job as a program assistant at the Fred Hutch and was lucky enough to be offered a position with the Summer Undergraduate Research Program. I am so grateful to be working for such an amazing institution and I have learned so much over the past year here at the Hutch. In my freetime I like to experience some of the things that make Seattle unique like catching a Mariners game on a sunny day or seeing live music in one of the many concert venues around the city! Admittedly, I have an obsession with Netflix documentaries and true crime podcasts, and welcome any and all suggestions for my next fix! I love a good adventure around the city just as much as I love a lazy Saturday at home with my fiancé and our pomeagle, Dexter.

General Information about the Fred Hutch Campus Map



Campus Key

A,B	=	Weintraub	LA	=	Aloha		=	Study Participant Parking
C	=	Hutchinson	LF	=	Fairview		=	Building Entrance
D	=	Thomas	LM	=	Minor		=	SCCA Parking
G	=	SCCA	LV	=	Valley		=	Bus Stop
HK	=	Hutch Kids	M	=	Arnold			
J	=	Yale	E	=	Eastlake			

Deciphering Mail Stops

Say that you are asked to attend a meeting in B1-072. The 'B' refers to the letter assigned to the building name, which in this case, is the Weintraub building. The '1' refers to the floor of the building and the 072 refers to the conference room number. So the meeting will take place in the Weintraub building, first floor, in room 072. Reference the campus key on page 24 to see the letter designation for each building on campus.

Arnold Library

The Arnold Library houses reference, book, and print journal collections. Library staff are available to assist Fred Hutch faculty, staff, students, patients, and visitors in identifying, organizing, and obtaining information relevant to research, education, and clinical care. Librarians are available to answer reference questions, perform literature searches, and scan the Internet in search of your informational needs. The Arnold Library is located on the first floor of the Weintraub Building (B1-010). Hours: Monday through Friday, from 8 a.m. – 5 p.m. To learn more about the Arnold Library, please visit: www.fredhutch.org/science/shared_resources/library/ or call (206) 667-4314.

Food Services

There are two cafeterias and three espresso bars to serve faculty, staff, students, and visitors of Fred Hutch. The Consuming Choices Cafeteria and the Double Helix Café offer a wide variety of fresh and nutritious items ranging from breakfast to lunch to afternoon snacks. The weekly cafeteria menu is here:

<http://fredhutch.cafebonappetit.com/cafe/consuming-choices-cafe>



2014 SURP-sponsored hike to Rachel Lake.

- **An Ounce of Prevention Espresso Bar** is located on the D-level of the Arnold Building. Hours: Monday through Friday, 7 am – noon
- **Consuming Choices Cafeteria** is located on the first floor of the Arnold Building. Hours: Monday through Friday, 7 am – 2 pm
- **Daily Grind Espresso Bar** is located on the first floor of the Yale Building. Hours: Monday through Friday, 7 am – 3 pm
- **Double Helix Espresso Bar** is located on the first floor of the Weintraub Building. Hours: Monday through Friday, 7 am – 5 pm
- **The Double Helix Café** is located on the first floor of the Weintraub Building. Hours: Monday through Friday, 11 am – 2 pm
- **Rubia Espresso Bar** is located on the first floor of the 1100 Eastlake Building. Hours: Monday through Friday, 7 am – 3 pm

Your journey has molded you for the greater good, and it was exactly what it needed to be. Don't think that you've lost time. It took each and every situation you have encountered to bring you to the now. And now is right on time.

Asha Tyson



Locker/Shower Facilities

Locker and shower facilities are located on D-level of the Arnold Building near the elevator core (MD-A206 for women, MD-A207 for men). Lockers are available for day use only.

ATM (Cash) Machine

An ATM machine is located on the first floor of Weintraub Building in the Double Helix Café.

Mail Services

Please direct all U.S. postal mail to the Center's mailing address:

<Enter first and last name>
Fred Hutchinson Cancer Research Center
1100 Fairview Ave North, <enter your mailstop>
P.O. Box 19024
Seattle WA 98109-1024
USA

Please have packages or other deliveries sent to the following address:

<Enter first and last name>
Fred Hutchinson Cancer Research Center
1100 Fairview Ave, N. <enter your office number>
Seattle, WA 98109

Need to mail a package?

Fred Hutch employees can mail packages from campus. Just bring your checkbook and package to the Weintraub building. Take the elevator down to level 'D' and take an immediate left, followed by another left. The Shipping and Receiving office is located on the left-hand side of the long hallway. You can prepare/pay for FedEx packages at the Shipping and Receiving office or at the Arnold (PHS) building reception desk. You can contact Shipping & Receiving staff via phone, call: (206) 667-4241 or email at: shipping@fredhutch.org.



Interns attend the 2014 Seattle Pride Parade.



SURP interns (and friend) tour the Theo Chocolate Factory. Photo credit: Jennifer Anderson.

Fred Hutch Main Phone Line

If you need to contact your mentor or lab/research group members or SURP staff and do not have the lab or office phone number with you, you may call the Fred Hutch main line at: (206) 667-5000 and ask to be transferred to the person you wish to speak to.

Local Merchants Discount Program

A number of local businesses offer discounts to Fred Hutch employees. To reference the list of vendors who have negotiated a discount for Fred Hutch employees, please visit:

http://centernet.fhcrc.org/CN/depts/hr/ben/additional/merchant_discount.html. Note that a Fred Hutch ID will need to be presented to obtain the discount offered per vendor.

Fredslist Classifieds

Fredslist Classifieds is a site for employees to share items for sale, items wanted, housing for rent, housing/roommate(s) needed, events, classes, and various other announcements. Please visit: <https://centernet.fhcrc.org/CN/fredslist/newsgroups.php> to reference this site.

Scientific Reserach Seminars

There are additional research seminars hosted on campus throughout the year, wherein Fred Hutch faculty and outstanding guest speakers present their work. Click on the links below to see the respective seminar schedule.

- Fred Hutch-sponsored seminars by month: <http://centernet.fhcrc.org/CN/util/calendar.php>
- Biology Seminars: <http://www.fhcrc.org/en/labs/basic-sciences/current-biology.html>
- Clinical Research Division seminars: <https://centernet.fredhutch.org/cn/u/clinical/standing-meetings.html>

Journal Clubs

There are a number of journal clubs at the Fred Hutch; you are encouraged to ask your mentor and/or lab members for guidance on which clubs to attend.

Ways to Support the Fred Hutch

Climb to Fight Breast Cancer

Every year, outdoor enthusiasts ascend some of the world's most renowned mountains in honor or memory of loved ones who have battled breast cancer. The Climb to Fight Breast Cancer allows participants to touch the top of states, countries, and continents while raising funds and awareness toward finding a cure. Individuals and teams nationwide participate in the Climb to Fight Breast Cancer. All expeditions are supervised by professional guide services to ensure a safe experience for first-time climbers and experienced mountaineers.

If you are seeking a new adventure, pursuing a personal challenge or wish to contribute to finding a cure, determination is all you need to join this effort. To learn more about The Climb to Fight Breast Cancer, please visit: <http://goo.gl/FBKj7>



2013 SURP interns volunteering at Obliteride.

Obliteride

Driven by one goal to end cancer, Obliteride is a fundraising effort designed to create a movement of people committed to obliterating cancer and accelerating lifesaving research at the Fred Hutch. Obliteride will take place on August 9-10, 2019. With four bike routes (25, 50, and 100 miles) and a 5k walk, Obliteride offers everyone an opportunity to make their mark against cancer. Join the movement. Ride. Walk. Donate. Volunteer. Tell others. Ending cancer starts at the Fred Hutch. To learn more about Obliteride, please visit: www.obliterate.org.

SURP Alumni ‘Words of Wisdom’

- *Prepare yourself for one of the most memorable research experiences. Become familiar with the work being done in your mentor’s lab and prepare to immerse yourself in your research project. If you are feeling any doubts about your project, remember that you have world-class scientists to help guide you.*
- *My number one piece of advice is to not be shy. You are an undergraduate and people know that. Being awkward and trying to get to know people in your lab is all part of the experience.*
- *Take initiative and utilize the wealth of resources you have available to you at the Hutch from the start. In other words, seek advice from the program staff about your career goals and get connected with a variety of Hutch employees who are currently working in the field in which you see yourself. Their advice will be invaluable to your experience.*
- *The advice I would share with incoming interns is to be open about the experience, be willing to try new things, and NETWORK with people! I feel I have made some lifelong friends during my time in Seattle; they are the only people I can share this experience with, including my many fun memories.*
- *Learn how to manage your time well because the deadlines do creep up on you. That’s not to say that you aren’t given sufficient time, it’s just you have to be aware of it and not get SO caught up in your research project. Be aware that you have program-sponsored activities and assignments, as well as tasks assigned by your mentor; they are both equally important. Don’t procrastinate or put anything off because they are all worthwhile learning opportunities.*



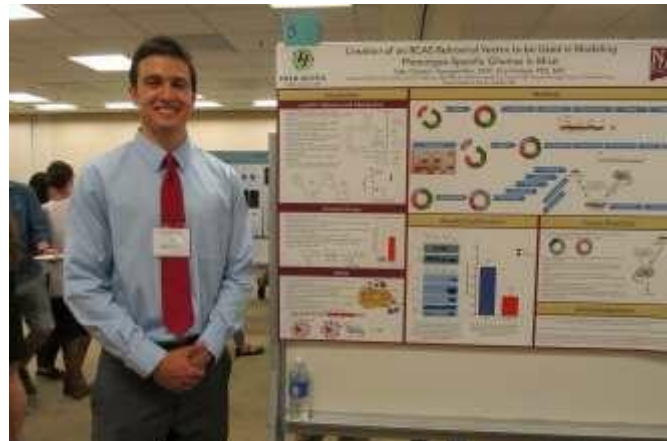
Kristen Miller and Vinny Lizzio. Meshinchi Lab, Clinical Research. Photo credit: Dean Forbes.



Ellie Bau and San-San Ou. Applied Statistics, Vaccine and Infectious Disease. Photo credit: Bo Jungmayer.

- *Don't be afraid to ask everyone in your lab questions, not just about your project but about themselves and their experiences. I learned a lot about working in industry vs. working in academia just by talking to the people in my lab.*
- *I would recommend that future students read as many relevant papers as they can from the lab they'll be joining. Also, do some brainstorming or come into the program with a draft personal statement for graduate school or medical school.*

- *Don't take the entrance exam the summer you do this internship - take it before or after the program concludes.*
- *I would absolutely tell future SURP interns to live at the dorms on the UW campus! This is the best way to maximize interactions with other students in the program and make some great friends!*
- *Be a sponge this summer. Coming from all over the country, everyone has a different and unique background, so it is invaluable to learn from one another and gain perspective. An experience like this is about meeting new, incredible people: from the members of your research lab to your fellow interns to other PIs at the Hutch. So don't be shy and ask questions!*
- *If you have a P.I that sees patient in the clinic, I recommend shadowing him/her as a complement to your research.*
- *Ask your mentor for experimental procedures if working in a lab and review them before the internship starts.*
- *Don't be intimidated by a lot of people a whole lot smarter than you here. That's the point. Ask questions incessantly, work diligently for the 9 weeks, foster relationships with everyone you meet (any contact here is a good one to have), and you will come out with a great experience.*
- *Definitely do your research beforehand. You want to know all you can about your PI's research. It's so simple; just Google their name or use PudMed Online. You can read just about any paper your mentor has published, even if it's just the abstract.*
- *Really make sure you understand the purpose of your project and don't be afraid to talk over with your mentor the steps you need to take to get there. Don't ask them to outline it for you, do the work, but try to really understand what you're doing, how, and why. The time flies so don't hesitate to get a jump on things.*



- *Go to the popular science section of the Arnold Library and pick up something interesting to read.*

SURP Alumni Recommended Group Activities

- *Host a progressive dinner where interns in different dorms (or in off-site housing) prepare a different meal and/or beverage, i.e., appetizers, main course, dessert, etc.*
- *Organize a group run to the Howe Street stairs! You can see pictures of the stairs and read reviews about them here: <https://www.yelp.com/biz/howe-street-stairs-seattle?osq=Howe+Street+stairs>*
- *Host a potluck dinner!*
- *Form a GRE or MCAT study group and meet at a different coffee shop or library each week as a way to explore Seattle.*
- *Karaoke at the Rock Box – a Japanese style karaoke club in Capitol Hill. They have 11 private rooms that accommodate 1 to 15 people and one large party room that can accommodate up to 35 people. Patrons must be 21 years of age or older.*
- *Go on a food tour! Savor Seattle hosts seven different food and wine tasting tours that explore the history, culture, and food that makes Seattle a top culinary destination.*
- *Our lab manager took a fellow, intern, and I to the Seattle Bouldering Project in Sodo. It is easily accessible by public transportation and you can get an all-day pass to spend as much time as you'd like at the gym (which also has a café!) It has courses there are amenable to climbers of any level.*
- *Coordinate a weekend restaurant dinner gathering as a way to explore different neighborhoods in and around the Seattle area.*

We are at the very beginning of time for the human race. It is not unreasonable that we grapple with problems. But there are tens of thousands of years in the future. Our responsibility is to do what we can, learn what we can, improve the solutions, and pass them on.

Richard Feynman