Application Instructions for 2018 Fall Scholarships and Fellowships

Changes this year
Please note that there are two important changes this Fall.

1. The Kopchick Fellowships will be included with the Fall Review Cycle with eligibility criteria that have changed. To be eligible you must not have yet completed your fourth year at GSBS and you must have submitted your petition for candidacy or completed the candidacy exam.

2. The description of your research will be done entirely with a specific aims page and a 1-page research progress report + one optional page for a figure. The 6-page research proposal is no longer required.

Application Deadline: October 31, 2018, 5:00 PM
All materials including recommendation letters must be received by this date.

Award Eligibility:
Eligibility criteria differ for individual awards and are indicated on the GSBS Scholarships and Fellowships web page. Please review these carefully before submitting your application. On the application you will be asked to select the awards for which you are eligible and wish to be considered.

Submission of materials:
Application materials and recommendation letters must be submitted through Embark. You may either create a new account or use the same account that you created for your GSBS admissions application.

The following materials will be needed to complete your application:
1. Your ORCID number - the account must be linked on your myGSBS page and the privacy set to "Public". All publications listed on your CV should appear in the "Works" section of your ORCID page. If you have not set up and linked an ORCID account, please review our Instructions for doing so.

2. Applicant’s updated CV, which should include your training and professional activities as well as any accomplishments that qualify you for an award. Those papers, meeting abstracts, and research presentations that are derived from your work as a GSBS student should be clearly separated in your CV from those that derive from previous work. Be sure to give complete references for papers, posters and presentations (including co-authors, page numbers or digital ID). Examples of an appropriate format for references can be found below.

3. A Specific Aims Page. (Maximum 1 page, 11 point Arial Font, 0.5 inch margins). Describe your dissertation research project using the format typical of a specific aims page. References are generally not included in specific aims, but if you feel them necessary they will not count against the page limit.
4. **Progress Report** (Maximum 1 page, 11-point Arial Font, 0.5 inch margins). Submit a one-page report describing your progress toward completing your aims, highlighting important unpublished results. You may use the space to discuss the significance of the work as well. One figure on an additional page is permitted. All print in the figure must be clearly legible. Text in figure legends may be no smaller than Arial 8 point. Literature references are not counted toward the 1 page limit.

Note: If you have won a GSBS scholarship or fellowship in the last two years, please indicate in your report what findings were made after you won the previous award. You may do this by highlighting or underlining those results in your report.

5. **Statement on Qualifications** (11-point Arial Font, 0.5 inch margins). Submit a personal statement of up to one page written by you to describe why you are deserving of the fellowship(s) you seek. All applicants should complete the state on “Statement on Qualifications for Awards”. In this statement, you should describe how you meet the criteria for eligibility for various awards (research area, outreach activity, leadership, etc). Personal or financial hardships do not require any extensive explanation. Rather just state that you have a “financial hardship” or “personal hardship”. Be sure to title the page “Statement on Qualifications for Awards”

6. **Kopchick Statements** (11-point Arial Font, 0.5 inch margins). If you select one of the Kopchick Fellowships you will be asked to also submit statements for each of these (Dr. John J. Kopchick and Charlene Kopchick Fellowships). Be sure to address the specific criteria for these awards in your statement.

6. **Applicants last advisory committee meeting report including the evaluation pages**. Do not include the pre-meeting report. If your most recent meeting was a candidacy exam, you should submit the exam evaluation page instead. If you have not yet formed a committee, you may submit a page stating this OR tutorial rotation evaluation.

7. **The names and email addresses of your primary research advisor and one other faculty member** (GSBS or non-GSBS) who has agreed to serve as a recommender. Embark will send an email notice to the recommenders directing them to a web page where they can submit their letters.

Prior to submitting your application, it is suggested that you discuss the award criteria with each recommender. Please note that your research advisor will be asked to submit two documents. One is a letter of support in which the advisor should address the criteria for the award(s) you are seeking. The other is a one-page training plan, written by the advisor, that describes how your training is being tailored to meet your career goals.

**Sample references.**

Examples of a typical format for referencing to abstracts (posters/presentations) or papers. Other formats are possible but the same information should be provided. References
should be organized chronologically based on time of publication. Please be sure to separate papers based on work at GSBS from those you may have published from previous work.

Abstracts


Research papers