



## Emory University Women's Club Memorial Award in Graduate Research Guidelines for the 2009-2010 Fellowship Year

**Posted March 5, 2009**

**Nominations and applications due Tuesday, March 17, 2009**

The Emory University Women's Club Memorial Award in Graduate Research awards \$6,000 to a doctoral student to support research, writing or living expenses related to the student's dissertation. The awardee is expected to (1) devote no less than one-half time to the dissertation and should complete the degree in the 2009-2010 academic year, (2) present a brief research report at a meeting of the Emory Women's Club, and (3) submit a final report explaining how the funds were spent.

### Eligibility

Male and female students from any division or program in the Graduate School are eligible. To be considered for the fellowship, applicants:

- must be full time students in a doctoral program, in good standing both in the Graduate School and in their programs.
- must be in candidacy at the time of application.<sup>1</sup>
- must be in their 6<sup>th</sup> or earlier year of graduate study at the time of application.
- may not previously have held an Emory advanced graduate student fellowship.<sup>2</sup>

Preference will be given to students who do not have full stipend support available through the graduate school, an external agency, or foundation.

### Electronic submission

Nominations and applications should be emailed to [GS-WCFell@listserv.cc.emory.edu](mailto:GS-WCFell@listserv.cc.emory.edu). **This listserv accepts emails only from senders with an emory.edu email address.**

### Nomination from Dissertation Advisor

Nominations should be submitted on behalf of students by their dissertation advisors. The letter of nomination should evaluate the student's dissertation project, certify that the student has achieved Ph.D. candidacy, and comment on the dissertation's potential significance in the field and the student's preparation to undertake the work. It should also assess the student's relative standing in his or her program and the likelihood that the student will complete the degree during the fellowship

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<sup>1</sup> Last year, we extended some consideration to 4<sup>th</sup> year students who were unable to reach candidacy by the time of application for reasons that reflected structural constraints of their programs. We may extend similar considerations this year, by arrangement through DGSs.

<sup>2</sup> For this year only, we will make an exception. Students who matriculated in Fall 2003 are eligible if they have held one advanced graduate student fellowship. No student is eligible for more than six years of Graduate School support.

year. Please email the nomination as an attachment to the Women's Club Award listserv, at [GS-WCFell@listserv.cc.emory.edu](mailto:GS-WCFell@listserv.cc.emory.edu).

### **A complete application will contain**

- 1.** a Graduate School fellowship cover sheet, posted on the Graduate School website (go to Student Resources, then to Financial Information, then to Advanced Fellowships);
- 2.** a curriculum vitae;
- 3.** an Emory transcript (a copy of unofficial copy issued to the student is acceptable);
- 4.** a description of the dissertation, not to exceed 1,000 words. Please append a tentative outline of chapters, a one-page bibliography, and a timeline for completion;
- 5.** a letter from the student describing how the award will be used. The letter should summarize the work to be done and outline a schedule for the completion of the dissertation.

Submit all items as one pdf file attached to the nomination email, containing items 1-5 in that order. That is, send one email, with "last name, first name, program" in the subject line, and with one pdf file attached. Items that exist only on paper should be scanned into pdf format.

On the Graduate School website, in the same place as the Graduate School fellowship cover sheet, you will find a document with advice about making pdf files. Start this process early to make sure you will be able to produce the pdf file.

Please email the application as an attachment to the Women's Club Award listserv, at [GS-WCFell@listserv.cc.emory.edu](mailto:GS-WCFell@listserv.cc.emory.edu).

### **Selection Criteria**

Conceptualization of the research plan, significance of the research, clarity of presentation, and the likelihood that the dissertation will be completed in the 2009-2010 academic year.

### **Review**

Applications will be reviewed by a faculty committee convened by the Graduate School.

### **Award Notifications**

Applicants will be notified by March 31, 2009.

### **Questions?**

Contact Mark Risjord, Associate Dean, at 727-2160 or [mark.risjord@emory.edu](mailto:mark.risjord@emory.edu)