The Tam Institute for Jewish Studies (TIJS) Fellowship is a tool at the disposal of PhD programs at Emory to recruit excellent candidates whose main area of interest lies in Jewish studies. These fellowships are intended for students who have already met the criteria for admission to a PhD-granting department at Emory, have a strong record of academic achievement and show exceptional promise of future accomplishment, are interested in pursuing coursework in Jewish studies, and are likely to have a member of the core faculty of the Tam Institute for Jewish Studies on their examination or dissertation committees.

The Laney Graduate School will award up to four TIJS Fellowships to students entering doctoral programs in fall 2017. The fellowship covers tuition and supplements the base stipend with a $2,500 increase (and pays the stipend over 12 months; the same terms as the Laney Graduate School Fellowship). Awards may be renewed for up to five years, contingent upon satisfactory academic performance and continued engagement with the programs and resources of Jewish Studies. One or more of the highest-ranked applicants selected for a TIJS Fellowship may also be awarded an additional top-off stipend, which is made possible by the new Brickman-Levin endowment, and is intended to allow Emory to attract the strongest candidates in the field of Jewish studies.

Eligible programs may nominate any number of candidates for the TIJS Fellowship, but all nominees should be in the top half of the program’s applicant pool. Programs may nominate students for the Woodruff or Diversity Fellowships and for the TIJS Fellowship; it is to a program’s advantage to nominate students for both types of fellowship provided that they meet the selection criteria. Students who are awarded both a TIJS Fellowship and a Woodruff or Diversity Fellowship, however, will receive only one top-off fellowship, whichever offers the greatest supplement to their base stipend.

Students from any doctoral program are eligible. Programs must agree to pay the fellowship funds directly to students as supplements to their stipends. TIJS Fellowship funds may NOT be paid to departments or programs to cover budgetary expenses or fees.

**Evaluation Criteria**
As you put together nominations, consider how the selection committee will evaluate the nominees. Before the committee meets, each committee member will complete a preliminary confidential rating sheet, rating the nominees using these categories (next page):
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Performance and Preparation</strong></td>
<td>Quality of the student’s academic performance as judged by GREs, GPA, etc., and degree to which the student is prepared for the program as judged by the statement of purpose, recommendations and previous degrees</td>
</tr>
<tr>
<td><strong>Interest in and Preparation for Jewish Studies</strong></td>
<td>Degree of interest in Jewish Studies as judged by the statement of purpose and preparedness to undertake graduate work and scholarly research in this area as judged by knowledge of languages, recommendations, and previous academic work</td>
</tr>
<tr>
<td><strong>Available Mentoring</strong></td>
<td>Correlation between the student’s stated interests and the foci of the core faculty in Jewish Studies; likelihood that there will be adequate depth of mentoring for the student within the program</td>
</tr>
<tr>
<td><strong>Distinctive Factors</strong></td>
<td>Degree to which other aspects of the applicant’s academic background make him/her particularly unique and qualified; examples might include a unique research area, previous research or work experience</td>
</tr>
</tbody>
</table>

An overall ranking is produced by combining the committee members’ ratings. That preliminary ranking is used as the starting point for the committee’s deliberations, but does not by itself determine the outcome.

**Email and ADMIT Submission**
Nominations will be submitted using email and the Admit online application management system.

1. Program letters of support should be emailed directly to Brian DiPalma, Graduate Program Administrator for Jewish Studies, at brian.dipalma@emory.edu. *(Note: this is different from the other admissions fellowships!)*

2. In the ADMIT application system, select each nominee and move his or her record to the TIJS Fellowship pool (located in the _Admissions Fellowships pool)._

If you have questions about using Admit, please contact Tammy Coleman, tammy.coleman@emory.edu.

**Before you Submit**
Make sure each nominee’s application file is complete.

**Program Letter of Support**
Each nomination should include a letter that details the criteria on which the program recommends awarding the TIJS Fellowship. Each letter of support should come from the Director of Graduate Studies, but the substance may be contributed by a faculty member who best knows the candidate’s file and background. That may mean, for example, a two-sentence note from the DGS nominating the applicant, followed by a substantial letter written by another faculty member. Please submit one file per letter of support.

The selection committee relies heavily on program letters in assessing nominees, and especially on the explanation of each candidate’s past work and future promise. Non-substantive praise is not helpful, and may act against a candidate by failing to provide the committee an appropriate frame of reference for evaluating the candidate. Programs are encouraged to indicate the Emory faculty, library, or laboratory resources that would particularly support the nominee’s proposed course of study, and to
comment on how well the candidate’s background and interest fit with the program’s resources and aspirations. The strongest letters of nominations draw from interviews, in person or by phone.

**Award Notifications**
Programs and nominees will be notified March 3 or very shortly thereafter.

**Questions?**
Contact Miriam Udel, DGS for Jewish Studies, at miriamudel@emory.edu.

**Deadline for Acceptance of Award: April 15, 2017**
Fellow-designates will be informed that the nationally recognized deadline for acceptance of awards is April 15, and we will not pressure them to make a decision before that. Nevertheless, we do ask that fellows tell us as soon as they have reached a decision. If possible, we would appreciate knowing the status of their deliberations by April 1. No fellowship offer will be held beyond 15 April, except in exceptional circumstances and at the discretion of the Dean.