

DOLORES ZOHRAH LIEBMAN FUND – CONDITIONS FOR 2023-2024

AND CALL FOR APPLICATIONS

DEADLINE TO APPLY: DECEMBER 19, 2022

CANDIDATE QUALIFICATIONS

1. Fellowships are available to students who are currently enrolled in and pursuing a **graduate degree** at a **designated** institution of higher learning located in the United States of America. **Undergraduate students are no longer qualified candidates.**
2. The program of study being pursued by the candidate may include any recognized field of study in the humanities, social sciences, or natural sciences (including law, medicine, engineering, architecture or other formal professional training). **The selection committee has a strong preference for supporting scholarly endeavors.**
3. The candidate must have **received a baccalaureate degree** at the time of application and have an outstanding undergraduate record.
4. The candidate must demonstrate a **need for financial assistance.**
5. The candidate must be a **citizen of the United States of America.**
6. The candidate may be of **any national descent** or background.

FELLOWSHIP DETAILS

1. The amount of each Fellowship will cover actual **tuition cost only (no fees)** plus an \$18,000 annual **stipend** to be allocated towards room, board and ordinary living expenses, as well as any income taxes thereon.
2. The recipient of a Fellowship shall be known as a Dolores Zohrab Liebmann Fellow.
3. Fellowships are awarded **annually**. Each Fellow **MUST APPLY FOR A RENEWAL** of his or her fellowship by **March 31st** of the following year in accordance with the terms in effect at the time the fellowship is awarded. **(No reminder will be sent.)** Fellowships will be limited to a **maximum of three years**.
4. If a student needs to defer to study abroad an email must be sent to Cory Whitlock notifying as such and can only be deferred once up to one academic year.
5. A Fellowship **may be canceled at any time** if a Fellow engages in misconduct affecting the Fund, breaches any of these rules or provides false information to the Fund either directly or indirectly.

APPLICATION PROCESS

1. Designated Institutions facilitate the application process for its students. Students must submit Applications and supporting documents **through** the School. Notifications will be sent to both the school and the student in June.
2. **Students SHOULD NOT contact JPMorgan or members of the selection committee.**

Please consult the following page for detailed information about application materials.

All applicants must submit materials exactly in the following order as a **single PDF file**, by **December 19, 2022**. Please name your file by last name only (e.g., Smith.pdf).

Please send in exact order below as one file to: LGS.profdev@emory.edu:

- This checklist page (do not include page 1 above) with all boxes checked by you as the applicant to affirm that you have included all required items.
- A **completed** and **signed** Application (make sure all lines at the top are filled and all required signatures added)
- One copy of your personal vitae or résumé.
- Certified copies of all undergraduate and graduate transcripts to date.
- Copy of graduate exam test scores (if applicable).
- A Statement of Purpose up to three pages long (double spaced) which considers the relationship between your graduate level study and your intended personal and/or professional goals. Your Statement of Purpose must include a 10-15 line abstract at the top (included in the three pages) that explains, in **LAYMAN'S** terms, the essence of your proposed topic of study or dissertation, the methodology of its treatment and its anticipated impact on your field of study.
- Letter of Recommendation from Dean of Graduate School or Department Chair. (OPTIONAL)
- Letters of Recommendation from at least two professors who have taught or worked closely with you. (REQUIRED)
- Copy of your Free Application for Federal Student Aid. (FASFA)
- Financial Aid information from the University or other applicable source. (contact Emory's financial aid office [here](#) if you have questions; we do not advise students on FAFSA or this financial aid info requirement)
- Copies of Federal Income Tax Returns for the prior two years (including spouse's returns, if applicable). **Only submit Tax Return Form – DO NOT send schedules, etc.**

**** If any of the documents above are not applicable, please include a statement in its place in the application packet that explains why the item is not applicable.***

***** Please DO NOT email JPMorgan with any questions. Contact your Coordinator and they will contact JPMorgan if needed.***