

Summer Research Fellowship Application

McNair Program
University of New Hampshire
Stoke Hall, Room A-103
11 Garrison Avenue
Durham, NH 03824-3511

Phone: (603) 862-0088

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e-mail: mcnair.program@unh.edu

website: <http://www.unh.edu/mcnair>

Application Checklist		Form Enclosed	You Furnish
1	Application Form	X	
2	Eligibility Form	X	
3	Personal Statement		X
4	Research Proposal		X
5	Two (2) Letters of recommendation	X	
6	Signature Release Form	X	
7	Copy of 2007 income tax return		X
8	Official University/College transcripts		X
9	Copy of most recent Student Aid Report (SAR)		X

- ⌚ A complete application package consists of **all** items listed above.
- ⌚ All items (except the research proposal) should be submitted together as a complete package.
- ⌚ Applications for 2008 Summer Research Fellowship are due by 02/15/08
- ⌚ Research Proposals must be received by 03/15/08
- ⌚ Late applications will not be considered *unless prior arrangements have been made with our office.*
- ⌚ If you have any questions regarding your eligibility, please contact our office.

Summer Research Fellowship Application Instructions

Please prepare the following statements on separate sheets of paper and attach to your application. Your name should appear in the top right corner of each page of your statements. Do not submit this page with your application. It contains only the instructions.

Personal Statement (300 - 500 words)

Please write a statement describing your educational and career goals from completion of your undergraduate degree through completion of your graduate/doctorate-level degree. Explain what you have done to prepare yourself to meet these goals (courses, work, extracurricular activities, etc.). In what ways would you like the McNair Program to help strengthen your preparedness for graduate school? What motivates you to pursue graduate studies?

Additionally, outline one or more research interests upon which you would like to focus during the fellowship period. Your statement should include the following components:

- What is your definition of research? Why would you like to pursue a research project in this (or these) particular topic area(s)?
- What experience do you have with your research topic(s) of interest?
- Value of the research interests to you (e.g., how would research in these areas fit into your academic or career aims?)

Letters of Recommendation (2)

Two sealed and completed letters of recommendation are required in your application packet (forms are provided). These letters must come from **faculty**, preferably in your major. Distribute the appropriate form to your recommenders. Ask them to complete it, seal it in one of their own envelopes, and sign across the flap before returning to you. Include the *unopened* recommendations in your application packet. **Please remember to give the forms to your recommenders early so that they can return them to you in time for inclusion in your application packet. Letters may be sent directly from recommender to our office if that is more convenient.**

Official College/University Transcripts

Transcripts "issued to student" are not acceptable. The transcript must be official, containing the seal of the institution, and must be enclosed in an envelope sealed by the registrar. Include the **unopened** transcript in your application packet. If your registrar is unable to issue a sealed official transcript to you, ask that it be sent directly to our office.

Most Recent Federal Income Tax Return

If your parent(s) or someone else can claim you as a dependent on his/her tax return, you must submit a copy of that person's 2007 federal income tax return. If your college/university considers you to be "independent," please note the following categories and submit a copy of the appropriate documentation:

- Single
- Married filing jointly
- Married filing separately (please include a copy of spouse's most recent federal income tax return)
- Head of household (with qualifying person)
- Qualifying widow(er) with dependent child

If you are unsure of which forms you need to send, please contact our office. **Please do not send us copies of your W2 forms**

Most Recent Student Aid Report (SAR)

Please submit a copy of your 2007-2008 SAR. Include this with your application packet in addition to tax information. If you do not have a current SAR, but filed the FAFSA, please request a copy from the processing center or a printable version from the Financial Aid office on your campus. Please sign and date the SAR.

SUMMER RESEARCH FELLOWSHIP APPLICATION
PAGE 1 OF 3 – PERSONAL INFORMATION

Name: _____
Last
First
Middle

Social Security #: _____ Date of Birth: _____ Gender: F M
mm/dd/yyyy

Campus Address		Permanent Address
	◀Street Address▶	
	◀City/State/Zip▶	
	◀Residence Phone▶	
	◀Work Phone▶	
	◀Cell Phone▶	
	◀Fax▶	
	◀Email address▶	
	◀Dates available▶ at this address	

Academic Information

Current college/university: _____ Major: _____

Additional Major: _____ Minor: _____

Name & contact information of your academic advisor:

Number of credits earned to date: _____ Credits required to graduate: _____

Cumulative GPA (all courses): _____ GPA in Major(s)**: _____

Class standing: First-Year-Student Sophomore
 Junior Senior

Date of first college/university enrollment: _____ Projected graduation date: _____

Are you currently registered as a full-time undergraduate? Yes No

Have you taken college courses at any other institutions? Yes No If yes, please list all
 additional colleges attended and dates of attendance: _____

Primary language: _____

Other language(s) in which you are fluent: _____

**if you need assistance calculating your major GPA, please contact our office.

SUMMER RESEARCH FELLOWSHIP APPLICATION
PAGE 2 OF 3 – ELIGIBILITY FACTORS

- Current academic standing (must have completed sophomore year by time of participation)
- Academic performance, including GPA and letters of recommendation
- Interest in undertaking academic research
- Interest in pursuing graduate/doctoral studies

All of the following information is used to assess your eligibility based on federal regulations. Please check all appropriate categories and sign at the bottom of this form.

I am a:

- U.S. Citizen
 Permanent Resident of the U.S.*
 I.D. # _____ Exp. Date _____
**Please include a photocopy of your official Permanent Resident I.D.*

Ethnic Heritage (please check all that apply)

- African American/Black
 Hispanic
 Asian
 Native American
 Caucasian
 Other (specify) _____

Previous TRIO Program Participant?

- Talent Search
 Upward Bound
 Student Support Services
 Educational Opportunity Center
 McNair Scholars

Previous Summer Research Program?

No Yes Year _____
 Institution _____

Tax Status (choose one):

- Listed as dependent on parents'/legal guardian's tax return
 Single (not listed as dependent on anyone's tax return)
 Married, filing jointly
 Married, filing separately
 Head of household, with qualifying person(s)
 Widow(er) with dependent child or children
 Parents and/or self did not pay taxes within the past 3 years

Please list the number of dependents you claim on your return (**not including yourself**):

_____ dependents claimed

First-Generation College Student

Did your mother or father graduate from a 4-year U.S. college or university?

Mother yes no
 Father yes no

My signature indicates that, to the best of my knowledge, the information given in this application is true, complete, and accurate.

Signature _____ **Date** _____

Please indicate how you were referred to UNH Summer Research Fellowship Program:
 ___Academic Advisor ___McNair staff ___McNair scholar ___Web site ___Other: _____

SUMMER RESEARCH FELLOWSHIP APPLICATION
PAGE 3 OF 3 – SIGNATURE RELEASE FORM

University of New Hampshire
Signature Release Form/Certification

Name _____ SS# _____
(please print)

This release form enables the McNair Scholars Program/University of New Hampshire to obtain the following information for the purpose of determining eligibility, developing education plans, and collecting program statistics:

- College/university admission & enrollment
- Grade reports/transcripts
- Financial aid reports and information regarding scholarships, fellowships, and other awards received
- U.S. residency status
- Current contact information (address, phone number, email address)
- Past TRIO participation

Aspects of this information and the nature of your participation in the Summer Research Fellowship may be shared with the McNair Program Advisory Committee, UNH personnel, and the U.S. Department of Education in accordance with UNH policy and federal regulations.

My signature below indicates that I hereby authorize the release of my academic, personal, and medical (when necessary) records to the McNair Graduate Opportunity Program at the University of New Hampshire for the purpose of serving my needs and meeting its institutional and federal mandate. I also hereby attest that, to the best of my knowledge, the information given in this application is true, complete, and accurate.

Signature _____ Date _____

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UNH – SUMMER RESEARCH FELLOWSHIP LETTER OF RECOMMENDATION FORM #1

Applicant - *With the exception of the contents of this box*, this form must be completed by your recommender and returned to you in a sealed envelope along with a letter of recommendation for inclusion in your application packet.

I HEREBY WAIVE ANY RIGHT TO EXAMINE THIS LETTER OF RECOMMENDATION. I REALIZE THAT THE UNH SUMMER RESEARCH FELLOWSHIP PROGRAM WILL UTILIZE THIS RECOMMENDATION ONLY IN CONJUNCTION WITH CONSIDERATION OF MY ADMISSION TO THE PROGRAM. I REALIZE MY RIGHT OF ACCESS TO THIS RECOMMENDATION IS NOT A CONDITION OF MY ADMISSION.

Please *initial* your choice: _____ I agree to the above waiver _____ I do not agree to the above waiver

Signature of applicant _____ Date _____

Name of Applicant: _____

Recommender's name: _____

Position: _____

Campus Address: _____

Campus Phone: _____ Email: _____

To the Recommender:

Thank you for assisting the applicant with her/his Summer Research Fellowship application. In order to ensure accurate evaluation of the applicant, we request that you complete this form in confidence and return it to the requester in your sealed envelope. The requester will include it as part of her/his application packet. If it is more convenient, you may submit your letter directly to our office. **In addition to completing the chart below, we ask that you include a separate letter that addresses the following:**

- your association with the applicant
- the applicant's potential for successful entry into graduate school and completion of a doctoral degree
- the applicant's skills and strengths, as well as areas in need of improvement
- ways in which the Summer Research Fellowship may be of greatest benefit to the applicant

Please check the appropriate box in each category and attach your letter to this completed form :

Attributes/Skills	Excellent	Good	Fair	Poor	NO BASIS TO JUDGE
Critical thinking skills					
Oral presentation skills					
Writing skills					
Motivation/initiative					
Propensity to be cooperative					
Emotional maturity					
Dependability					
Creativity					
Open-mindedness					
Ability to commit & follow through					
Ability to perform research					
Ability to work independently					
Time management skills					
Industry/Productivity					

See side reverse for program history and information

A Brief History of the Summer Research Fellowship

The Summer Research Fellowship is offered to matriculating students at colleges and universities external to the University of New Hampshire (UNH) in collaboration with the McNair Scholars Program at UNH. As part of the federally funded TRIO programs, the McNair Program is designed to encourage low-income, first-generation college students and students from groups currently underrepresented in graduate education to pursue a doctoral degree in their chosen field.

The McNair Program is named in honor of Dr. Ronald E. McNair, one of seven crew members aboard the Space Shuttle *Challenger*. Despite social and economic barriers, Dr. McNair earned many outstanding achievements such as completing a Ph.D. in Physics from M.I.T. at the age of 26 and was the second African-American to fly in space. In addition, Dr. McNair received many distinguished awards, including the National Ford Foundation Fellowship and the Presidential Scholarship.

Summer Research Fellowship Information

Program participation is currently allowed for students who, during the summer session, will be entering juniors and seniors. Students accepted to the program will participate in a series of seminar courses that will educate them on many aspects of graduate school and the role of faculty. Participants are also required to conduct a substantive research project during the summer for at least eight to ten weeks.

The fellowship provides participants with writing skills workshops, opportunities to engage in a college teaching course, and other academic enrichment experiences. In addition, participants are provided with GRE and graduate school preparation workshops, as well as the opportunity to work one-on-one with a faculty mentor to conduct a research project, all of which is undertaken during the summer. Fellows are in residence at UNH during the summer and must identify a UNH faculty with whom they will work closely in the execution of the research.

If you would like to receive more information regarding our program or if you are a faculty member at UNH and you are interested in mentoring a student, please contact our office.

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UNH – SUMMER RESEARCH FELLOWSHIP LETTER OF RECOMMENDATION FORM #2

Applicant - *With the exception of the contents of this box*, this form must be completed by your recommender and returned to you in a sealed envelope along with a letter of recommendation for inclusion in your application packet.

I HEREBY WAIVE ANY RIGHT TO EXAMINE THIS LETTER OF RECOMMENDATION. I REALIZE THAT THE UNH SUMMER RESEARCH FELLOWSHIP PROGRAM WILL UTILIZE THIS RECOMMENDATION ONLY IN CONJUNCTION WITH CONSIDERATION OF MY ADMISSION TO THE PROGRAM. I REALIZE MY RIGHT OF ACCESS TO THIS RECOMMENDATION IS NOT A CONDITION OF MY ADMISSION.

Please *initial* your choice: _____ I agree to the above waiver _____ I do not agree to the above waiver

Signature of applicant _____ Date _____

Name of Applicant: _____

Recommender's name: _____

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Campus Phone: _____ Email: _____

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- ways in which the Summer Research Fellowship may be of greatest benefit to the applicant

Please check the appropriate box in each category and attach your letter to this completed form :

Attributes/Skills	Excellent	Good	Fair	Poor	NO BASIS TO JUDGE
Critical thinking skills					
Oral presentation skills					
Writing skills					
Motivation/initiative					
Propensity to be cooperative					
Emotional maturity					
Dependability					
Creativity					
Open-mindedness					
Ability to commit & follow through					
Ability to perform research					
Ability to work independently					
Time management skills					
Industry/Productivity					

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Research Proposal Guidelines

To facilitate your thinking on the topic and to provide the advisory committee faculty a snapshot of your orientation to the topic we ask that you draft a sketch of your ideas regarding the research proposal. It is advisable that you consider a faculty ay UNH with whom you would like to work and that you contact the faculty and consult with her/him about your thoughts for a research project. Such a conversation may help you frame your sketch. Please submit the sketch to me via email by Saturday, March 15, 2008. The sketch should include the following categories:

Introduction –

Generally state the problem or issue, how you became aware of it, and why it is of interest to you. Also indicate why the problem or issue should be of concern to the broader society and/or the academic community. Pose the research question you may want to answer. Be clear in articulating the question and presenting your hypothesis.

Literature Review –

Present the information on the topic that you have gathered or reviewed from journal articles and/or books. Provide context for your study, review results of related works and give relevance of summarized findings. Be careful to present the information in such a way as to provide the reader with a conceptual understanding of how you envision the various pieces of information fitting together. {This section is typically the larger section of a sketch.}

Methodology –

Given what you now know about the topic, how might you go about structuring a research project? What details might you include in the construct and why? Describe what will be done, detail how it will be done, and explain what will be needed to do it.

Budget –

Itemize all expenses directly related to the research project (including supplies, books, equipment, travel, etc.). Budget should not exceed \$400.

Timeline –

Outline the schedule of the project, identifying the expected start and completion times as well as showing the time allotted to each major portion of the research.

References –

List all periodicals, journals, books, notes, and/or interviews cited in the sketch.

In order to produce a decent proposal sketch you will need to conduct library research to find viable academic source articles and books to better inform you about the subject in general, your issue in particular, and its social implications in specific. In drafting the sketch, attend to what you know or understand about the proposed research and the worthiness of the topic for academic investigation. Note what embedded assumptions exist for you relative to the subject matter, and what assumptions you perceive to exist for the authors and researchers on whom you are drawing to construct your sketch. Remember that to fully explore your thoughts on the matter, and thus to create an informative, congruent sketch may take several drafts. This sketch is a six-page minimum, ten-page maximum.

Writing Requirements:

- The sketch must be type-written in 12 point, Times or Times-Roman font.
- As header, your name, date, and purpose must be in the top, upper right hand corner of the first page, single spaced.
- The title of the project must follow the header by double spaces, centered on the page and bolded.
- The text or body of the assignments must be double spaced and left justified.
- Page numbers should appear at the bottom of each page.
- Cite all sources using MLA or APA. Cite accurately and consistently.
- Include a “Works Cited” page at the end.