MARSHALL COLLEGE UNDERGRADUATE RESEARCH, ART, AND SERVICE

SCHOLARSHIP APPLICATION 2017-2018

DEADLINE TO APPLY: FRIDAY, APRIL 14, 2017

Marshall College Undergraduate Research Scholarships encourage outstanding Marshall students to engage in scholarly research, creative expression, or public service projects. These scholarships provide support of up to $1,000 to subsidize travel, supplies, equipment, and other costs associated with these endeavors. Marshall students from all majors are eligible to apply. U.S. citizenship is not a requirement. Up to five scholarships will be awarded annually. Applications will be evaluated by a panel of Marshall College faculty from a variety of disciplines. A faculty sponsor must be secured by the applicant, and the sponsor must approve the overall project and budgetary request. All recipients will be required to submit an analytical paper (in addition to any physical project that might result). The project and paper must be completed while the student is a UCSD undergraduate and before May 18, 2018. Students who successfully complete the project will be honored at the annual Marshall College Scholar and Citizen Celebration in spring 2018.

Applicant Criteria:
- Current Marshall student through 2017-2018 academic year
- Minimum cumulative UCSD GPA of 3.0
- Upper division status: a minimum of 90 units completed at the time of application
- Note: Marshall College transfer students are eligible to apply after completing 24 UCSD units with a cumulative UCSD GPA of 3.0

Applicants may submit only one research application per academic year. Applications may be printed from http://marshall.ucsd.edu/programs/scholarships.html.

Project Prerequisite: The project proposal must be independent research, creative expression, or service for work above and beyond the normal course of study, unless the project overlaps with research associated with a senior honors project or independent/special studies. The subject matter of the research project does not have to be related to the student's major, minor, or other coursework. Before applying, applicants must secure a faculty sponsor who must approve the project and budget and will advise during the research process.

Term of Award: The research project must be completed during the 2017-2018 academic year while the applicant is a UCSD undergraduate. The final paper and financial report are due to the Office of the Provost and the faculty sponsor on May 18, 2018. Students may reapply for a scholarship the following year.

Amount: The amount of the research scholarship will be based upon the budget approved by the faculty sponsor. Budgeted items may include equipment, supplies, books, and travel and subsistence expenses related to the project. Awards will be paid in August 2017 and will not affect any existing grants or financial aid. The recipient must complete the project and submit an analytical paper before May 18, 2018 or the amount of the scholarship will be deducted from the recipient's student account and the student will be billed for the funds.

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All required application documents, including the letter of recommendation, must be submitted to the Marshall College Provost's Office by **4:00 P.M. on April 14, 2017**.

Selection of Recipients: A panel of Marshall College faculty from a variety of disciplines will select the recipients who will be notified in writing by May 5, 2017.

Final Paper: Upon completion of the project, the recipient must submit an analytical paper that is fifteen to twenty pages in length. Creative projects (e.g., pieces of art, performance documentation) may be submitted in lieu of a paper. The final paper or project must first be submitted to the faculty sponsor for review by May 18, 2018. Additionally, the recipient must also complete a brief financial report to justify how the funds were expended. The faculty sponsor must provide a brief review and appraisal of the results of the project to the Marshall College selection committee by June 1, 2018.

How to Apply: The following documents must be completed and submitted to the Marshall College Provost's Office by April 14, 2017:

☐ 1. **Application**: <u>Complete all parts</u>. Applicants may only submit one research application per academic year. Applicants must meet the scholarship criteria to be considered.

☐ 2. **Description of Project**: State the specific aims of the project in your own words. Include a description of any previous work you have done in the area and proposed methodology and materials. Please explain and justify each item listed on the proposed budget. Link the proposed project to your future academic and/or career goals. Limit to two typewritten pages.

☐ 3. **Budget**: Expenses must be itemized and justified in your project description and the application.

☐ 4. **Resume**: Limit resume to one page and include any work, internship or academic experiences that relate to the subject of your proposed research project.

☐ 5. **Faculty Sponsor's Letter of Recommendation**: A letter of recommendation on department stationery is required. It is the applicant's responsibility to ensure that the letter of recommendation is submitted by the application deadline.

The faculty sponsor's letter of recommendation should include a statement of your ability to undertake the project, the educational merits of the project, his or her anticipated supervisory role, and verification that the budget is appropriate for the project. The sponsor should specifically justify requests for equipment and supplies and explain why the materials available in the department do not suffice for your project.

☒ 6. **UCSD Transcript**: We will request a copy of your most recent UCSD transcript on your behalf.

Complete and sign the included application form and submit it to the Marshall College Provost's Office with the project description, resume, and faculty sponsor's letter of recommendation. Submit application to tmcscholarships@ucsd.edu.

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Last Name   First Name   M.I.   UCSD PID #

Local Address   City   Zip Code

Phone   Email

Grade Level for 2016-2017:
☐ Junior (90 – 134 units)
☐ Senior (at least 135 units)

Anticipated Quarter of Graduation   Major

Title of Project

Faculty Sponsor's Name   Department   Mail Code

Faculty Sponsor's Email   Faculty Sponsor's Phone #

Summary of Proposed Project Budget
Expenses <u>must</u> be itemized & justified – If additional space is needed for itemization, attach budget to application

		Description	Amount
1	**Travel and Subsistence** (please note that subsistence is <u>not</u> paid locally and is only available for research requiring travel). Subsistence provided as part of a service project, where the funds are to support someone other than the applicant may be considered.		$
			$
			$
			$
		Total Travel:	$
2	**Equipment and Supplies** (please also itemize within your Project Description)	$	$
			$
			$
			$
		Total Equipment:	$
3	**Other** (please also itemize within your Project Description)		$
			$
			$
			$
		Total Other:	$
4	**Subtotal**	$	
5	UCSD department resources available (can be left blank if line 4 is $1,000 or less)	$	

6	Resources available from other sources (can be left blank if line 7=$1,000 or less after subtracting line 5 from line 4)	$
7	**Total Request (subtract lines 5 & 6 from line 4)** **PLEASE NOTE: The total request cannot exceed $1,000**	

As a Faculty Sponsor, I agree to submit my assessment of the student's completed project to the Marshall College Provost Office on or before June 1, 2018 deadline.

_____ _____ _____ _____
Faculty Sponsor's Signature   Title   Department   Date

I hereby certify that all information reported on my application is true and complete to the best of my knowledge. I authorize the release of my academic, financial, and personal information to the Marshall College Office of the Provost and faculty selection panel in order to be considered for the scholarship and for the purpose of publicity and recognition if I am selected for a scholarship.

_____ _____
Applicant's Signature   Date