**Application for Self-Designed Fellowship**

**Note: It is recommended that you complete the narrative sections of this application form and retain them for your records. However, the application must be submitted online using** the [online Fellowship Application](https://rhodes.givepulse.com/group/internships/390528)**. Upon completing the online application, you will have an option to download a PDF copy of your responses.**

If you encounter any problems with your application, please contact [fellowships@rhodes.edu](mailto:fellowships@rhodes.edu)

Top of Form

**Directions:**

This application should be completed for self-designed fellowships that will occur in Summer 2020, Fall 2020, and/or Spring 2021. Fellowships may be designed by students or by faculty/staff who wish to mentor student fellows. **The deadline for applications is February 1, 2020.**

A student or a faculty/staff mentor may submit the application. **Student applicants *must have identified a faculty or staff mentor and have the explicit support of their mentor prior to submitting an application.*** Student applicants must have their mentor’s responses to the appropriate questions (see below) before submitting.

***Fellowship Definition****:* *A Fellowship is defined as an activity outside the conventional classroom that complements and broadens the student's program of liberal arts education****.****Fellowships support co-curricular experiences in which students take intellectual ownership in a faculty- or staff- mentored project or experience.*

**Important details:**

1. A full-time summer fellowship is defined as 35 hours/week. A student in a full-time summer fellowship cannot accept any other summer fellowship from the college. If a student is in a fellowship that is shorter than 8 weeks, they may accept a second fellowship as long as the total time between all fellowships is no more than 10 weeks. During the course of a full-time summer fellowship, a student may not hold other substantial employment, as it will not allow them to engage fully in the fellowship activity.
2. Academic year (fall or spring semester) fellowships vary in hours/week. Applicants can request academic credit or a stipend for up to 12 weeks/semester.
3. Support for on-campus summer housing can be requested for the duration of the fellowship (up to 8 week).
4. If awarded, student fellows and their mentor(s) will be required to sign a contract that specifies all fellowship requirements, including guidelines for stipends and expenses. Fellows and mentors will also agree to complete an assessment of the fellowship experience. In addition, the fellowship should include some final “product” (report, research paper, final presentation, conference submission, preliminary work for senior project, Rhodes Symposium presentation, etc.). Failure to comply to the terms of the contract is an honor code violation (for students) and could affect the success of future applications (for faculty/staff).

*\*Check box that applicant has read and agrees to the above*

-------------------------------------------------------------------------------------------------------------------------------------

Fellowship applicant name:

Fellowship applicant email:

Fellowship applicant status: student, faculty, staff

Fellowship Title:

Beginning Date of Fellowship:

Ending Date of Fellowship:

Semester in which fellowship will take place (check all that apply): Summer 2020, Fall 2020, Spring 2021, Other (please specify)

Location of Fellowship:

Fellowship category (check all that apply): creative activity, student research, internship, study abroad, community engagement, other (please specify)

Is this fellowship being designed by/for specific student(s)? yes/no. If yes, student name:

Will the student fellow receive academic/foundation credit for the fellowship (note that the Foundations Curriculum Committee must approve foundation credits)? If so, please explain:

**If student, answer these:**

R#:

Graduation year:

Major(s):

Major GPA:

Overall GPA:

Indicate any fellowships you have received at Rhodes:

Are you applying for multiple fellowships this year? Yes/no. If yes, which ones?

List any named scholarship(s) received (e.g., Bellingrath, Cambridge, Morse, Day, Bonner, Taylor, etc.)

Fellowship Mentor (Rhodes Faculty/Staff):

**If faculty or staff, answer these:**

Department/program in which fellowship will occur:

Requirements for Applicants

Minimum GPA:

Major or minor:

Class year:

Other requirements (describe):

-------------------------------------------------------------------------------------------------------------------------------------

**Narrative Questions & Student Learning Outcomes**

Applicants (faculty, staff, or student) should respond to each of the questions below. Questions 3-5 correspond to Student Learning Outcomes, which are:

* Participate in an experience that complements and broadens the student's program of liberal arts education
* Develop critical reflection skills
* Create a final product related to the fellowship activity

1. Please provide a brief (2-3 sentence) description of the fellowship. This description should be accessible to a non-specialized audience and may be used in marketing materials about the Rhodes Fellowships Program.
2. Describe the types of preparatory work (e.g., training, coursework) that has or will prepare the student for the fellowship experience.
3. The fellowship experience should complement and broaden the student's program of liberal arts education. This may be accomplished through a variety of experiences. Please indicate which of the following the fellowship experience will involve (check all that apply):

* application of knowledge to a novel problem and/or investigation of a research question
* community engagement
* making connections between/among different disciplines or programs of study
* specific career preparation and/or professional development
* training for graduate or professional school
* engagement across differences (through contact with people with different ideas, backgrounds, and experiences)
* leadership development
* Other (please describe):

Described how each of the checked items above will be accomplished.

1. Describe how the student will *reflect* on their learning and development, including the frequency, format (e.g., video diary, journal, etc.), and topic (e.g., problems encountered, how problems were dealt with, connection to academic work, knowledge/skills gained, etc.) of these reflections.
2. Describe the intended final “product” (e.g., report, research paper, final presentation, conference submission, film, preliminary work for senior project, Rhodes Symposium presentation, etc.)

**Questions for Faculty/Staff Mentors**

Mentors should address the following items. If a student is submitting the application, they should solicit faculty responses to these items before submitting the application:

1. Describe your prior experience mentoring student fellows or students engaged in co-curricular work.
2. For this particular fellowship, what will be the format and frequency of the mentoring you provide to the applicant?
3. Describe how you will provide the student fellow with feedback about their fellowship work, including the frequency and level of detail and formality of the feedback.

-------------------------------------------------------------------------------------------------------------------------------------

**International Travel Information**

Does the proposed fellowship involve international travel? Yes/No.

Students applying to or proposing a fellowship incorporating any international travel will request a meeting with a member of the Buckman Center staff prior to application submission to cover travel logistics and issues of safety/security.  All international travel is subject to the requirements and policies maintained by the Buckman Center and must be approved at least six weeks in advance of the departure date. The Undergraduate Research and Fellowships Committee will consult the Director of the Buckman Center to verify that student fellow has, to the best of their ability, prepared adequately for international travel.

Have you consulted the Buckman Center in preparation for your Fellowship Activity? (yes, no)

Explain where the student will be staying during the international portion of the Fellowship.

Approval: Your application will not be approved if the Buckman Center for International Programs feels that you have not adequately prepared for the international portion of your fellowship.

-------------------------------------------------------------------------------------------------------------------------------------

**Budget Information**If requesting funding to support this fellowship, please answer the following questions regarding funding and budget requests. Student applicants should discuss these questions with their mentor before submitting the application.

1. Does the faculty/staff mentor or student have other sources of funding to support any portion of this fellowship (e.g., grants, start-up research funds)? Yes, no. Please explain.
2. Are you requesting a **stipend** for the student(s)? Yes, no.
   1. How many full-time (8 weeks x 35 hours/week) stipends are you requesting?
   2. How many students are you requesting to support with stipends?
   3. If you are requesting support for more than one student, please include a justification.
3. Are you requesting funding for **expenses** (e.g., supplies)? Yes, no.
   1. Total amount requesting for expenses:
   2. Please itemize each expense and include a description of the expense as well as a justification. The justification must be tied explicitly to the student(s)’ experience in the fellowship.
4. Are you requesting summer **housing**? Yes, no.
   1. Please indicate how many weeks per student.

Submission check:

If student: I pledge that all of the information provided is accurate, and that I have consulted with my faculty/staff mentor when preparing this application.

Typing your name below constitutes your digital signature.