



**FLORIDA STATE UNIVERSITY  
FELLOWS SOCIETY ADELAIDE WILSON FELLOWSHIP  
APPLICATION GUIDELINES  
2016-2017**

The Fellows Society Adelaide Wilson Fellowship is The Florida State University's most generous and prestigious university-wide graduate fellowship designed to attract highly competitive Ph.D., J.D., D.N.P., and M.F.A. students. Ideal candidates will demonstrate academic merit, leadership, broad intellectual curiosity, and an interest in interdisciplinary approaches to problem solving. Recipients of this fellowship will serve as leaders of the Fellows Society, The Florida State University's interdisciplinary community of scholars consisting of graduate students who hold nationally competitive fellowships and university-wide fellowships administered through The Graduate School. The mission of the Fellows Society is to expand the intellectual horizons of its members through interdisciplinary engagement and leadership development. Adelaide Wilson Fellows will support this mission by serving on the Fellows Advisory board in order to provide advice on Fellows Society programming and by taking leadership roles in the planning and implementing the annual interdisciplinary Fellows Forum and other Fellows events.

1. **Number/Type of Awards:** Up to **FIVE** new multi-year awards.
2. **Eligibility:** For any newly-admitted FSU Ph.D., J.D., D.N.P., or terminal master's students in a program that is longer than 2 years in duration. If an applicant is accepted in a major that requires a master's degree prior to entrance to a doctoral program, the student must complete the master's degree prior to applying to this fellowship. NOTE: Newly admitted for purposes of this fellowship application shall mean entrance in the Fall 2016 semester.
3. **Tenure/Terms and Amount of Award: 12 months** guaranteed for up to following periods.
  1. \$30,000 annually for 5 years for Ph.D. students
  2. \$30,000 annually for 3 years for J.D. and D.N.P. students
  3. \$30,000 annually for 3 years for qualifying terminal master's students

A single research supplement of \$5,000 will also be given for Ph.D. and MFA students for the duration of the award. No reapplication is necessary, but the student must adhere to the terms of the Fellowship Acceptance Agreement, remain in good academic standing (3.3 GPA per semester), remain in good standing with the Fellows Society, and register for a minimum of 12 credit hours per semester (15 for Law students). Fellows must participate in the Fellows Society each year, serve on the Fellows Society Advisory Council, and are expected to interact across disciplines whenever given the opportunity.

**NOTES: 1)** Minimum credit-hour exceptions apply to select departments and other special circumstances with departmental and/or college and the Graduate School (Dean) approval. **2)** The Graduate School will not provide support to a Fellow beyond the semester in which they have met all of the requirements of graduation even if they have time remaining in their fellowship period. **3)** This fellowship is also subject to the terms and conditions listed in the Fellows Society Adelaide Wilson Fellowship Acceptance Agreement.

4. **College/Departmental Commitment:** College/Department must **commit to support the student in the mission of the fellowship and the Fellows Society.**
5. **Tuition Waivers:** In-state and applicable out-of-state waivers will be covered by the Graduate School.
6. **Health Insurance:** The fellow will receive the individual annual health insurance offered by the Student Health and Wellness Center.
7. **Fellowships are awarded by the Graduate School for study in a specific department based upon nominations received from departments, and are non-transferable.**
8. **International Students:** Applicants must have a minimum score of 80 on the TOEFL exam.
9. **Other Support:** This fellowship cannot be held in conjunction with any other fellowship or assistantship. Fellows must notify The Graduate School prior to accepting any other financial award to determine if it conflicts with the expectations of the Fellowship.

**NOTE:** All Graduate School Fellowships are subject to the availability of funding each year.

## Application Submission Instructions

*If you are a potential applicant and would like to be nominated for this fellowship, please contact your academic unit.*

The Graduate Schools' application system will be utilized for this fellowship.

Step 1) This fellowship will begin with the nomination of a student by the academic unit that has admitted the student. To nominate a student the academic unit will click on a link and enter in their FSU log-in information.

Use this URL to Nominate:

<Not Privy To Students>

Departments please complete the nomination form following the instructions in the form. Please note departments will need the following to complete the nomination form:

- a. Name of the degree program of the student; and
- b. The Employee ID of the student (example: 200011111)

### **The nomination from the Department is due January 20, 2016.**

NOTE: This fellowship requires an endorsement letter from the Department Chair, Graduate Program Director, or intended major professor explaining that the student has the complete support of the program to be an active member of the Fellows Society. Please start preparing this letter at the time the department nominates a student. Additionally, the student should notify their recommender of the pending deadline at the time they prepare their application.

Step 2) After the department has submitted the nomination, the student nominated will be sent an instructional email that will allow them to complete and submit their application online.

Please note the student will need the following to complete the application form:

- a. Knowledge of the degree in which you are seeking, the College and Department it is in; and
- b. Entrance test score information (both cumulative and by section); and
- c. Academic history (example: degrees earned); and
- d. Scholastic honors received (if applicable); and
- e. Funding offers (including assistantships); and
- f. Leadership and Service Activities; and
- g. Publications and presentations (if applicable); and
- h. List of educational goals; and
- i. List of career goals; and
- j. Research activities; and
- k. Resume\*; and
- l. Undergraduate transcript\*; and
- m. Graduate transcript\* (if applicable); and
- n. Statement of Goals\*; and
- o. Essay explaining how participation in the Fellows Society would complement your academic and career goals\*; and

\*= must be in electronic format for attaching to the application

### **The deadline for the student to submit is February 3, 2016.**

Step 3) After the student has submitted the application, the system will request through a specialized URL for a recommendation letter from an academic or professional reference.

The recommender should prepare an attachable letter before clicking on the URL that:

- a. explains how the student is exceptional, stands out as a potential leader, and is interested in engaging with a diverse group of scholars beyond the immediate discipline.

### **The deadline for the recommender to submit is February 17, 2016.**

Step 4) After the recommendation has been received, the academic unit will be sent an email with a specialized URL for endorsing the student's application. This endorsement includes the letter required of the Department Chair, Graduate Program Director, or intended major professor mentioned above. Please note the department will need the following to complete the endorsement form:

- a. The decision if you want to submit the student for final processing; and
- b. The endorsement letter explaining that the student has the complete support of the program to be an active member of the Fellows Society for attaching to the online form.

**The deadline for departments to submit the endorsement is February 24, 2016.**

Step 5) The Graduate School will review and rank applications and will make offers in early to mid-March.

For questions regarding this fellowship, please contact Brian Barton or David Beck in The Graduate School, 314 Westcott Building, Phone 850-644-3501, email (GS-AW@admin.fsu.edu).