

2016 - 2017 Graduate Student Research and Creativity Awards Program

Introduction

The Graduate School and the Office of Research at the Florida State University request nominations for the **Graduate Student Research and Creativity Awards Program**. This awards program is designed to recognize the superior scholarship of FSU graduate students.

Award

FSU graduate students will be recognized for their outstanding contributions to research and creative endeavors at the *Celebration of Graduate Student Excellence* held each spring. Awards of \$750.00 will be made to students in three disciplinary categories: natural and physical sciences including mathematics and engineering; social and behavioral sciences; and the humanities and arts.

Criteria

1. Must be an FSU degree-seeking graduate or professional student in good academic standing;
2. Must show evidence of outstanding scholarly/creative productivity as a graduate/professional student at FSU; if the effort is part of a team the nomination materials must clearly delineate the contributions of the applicant;
3. Must show evidence of national visibility in research/creative activity (e.g., publications, presentations, juried exhibits or performances). This could also include evidence of recognition and honors in endeavors related to the research and/or creative activities.

Nomination/Application Process

Students interested in applying for this award should make their interest known to faculty who can write letters of nomination and support. Additionally, faculty are asked to identify and encourage students to prepare application materials that will be submitted online using the FSU Dropbox.

Application materials for the Graduate Student Research and Creativity Award are as follows:

1. A brief cover letter from the nominee that clearly states in which disciplinary category the nominee wishes to be considered (at the discretion of the reviewers, any question regarding the disciplinary category will be discussed and resolved by the reviewers, the Dean of the Graduate School and the faculty member who nominated the student);
2. A letter of recommendation/nomination from a Florida State University faculty member (e.g., major advisor) or administrator that addresses the selection criteria above;
3. No more than two (2) additional letters in support of the nomination from FSU faculty;
4. A clear, complete and non-technical description (not more than three pages and written by the nominee) of the program of research or creative activities accomplished as a graduate/professional student at Florida State University;
5. The nominee's vitae including grants, awards, publications, performances, exhibitions (e.g., dates, locations, page numbers, co-authorship, publication status). Indicate with an asterisk (or by some other means) those publications, exhibitions or presentations that were selected through a formal independent referee or competitive process;
6. Letter of endorsement from the departmental chair or dean (PLEASE SEE SELECTION SECTION BELOW).
7. All application materials should be scanned and saved as one PDF document.

Preparation and submission of the application materials is the responsibility of the nominee, but departments and colleges may (and are encouraged to) provide assistance. Arts and Humanities graduate students may also provide a portfolio of their work, if applicable.

Selection

The number of nominations each department or college (if no departmental subunits) may submit for the Graduate Student Research and Creativity Awards will be based upon its number of graduate students. Departments or colleges with under 100 graduate students may nominate one candidate; departments or colleges with 100 – 200 graduate students may nominate a maximum of two candidates; and departments or colleges with over 200 graduate students may nominate a maximum of three candidates. Letters of support and the endorsement letter (described in item #6 above) do not need to be placed in sealed envelopes, for the nominee will upload scanned copies with other required materials to the FSU Dropbox (instructions follow).

Discipline-specific committees (natural and physical sciences including mathematics and engineering; social and behavioral sciences; and the humanities and arts) of faculty and graduate students appointed by the Dean of the Graduate School and Vice President for Research will review and score the nominee materials. The Dean of the Graduate School will select the Research and Creativity Awards winners based on the final scores submitted by the three award selection committees. Award notifications are sent out to all applicants in late March. Winners will be recognized at the spring *Celebration of Graduate Student Excellence* ceremony scheduled for April, 2016.

Submission of Materials

Nomination materials (with endorsement letters) are due in the FSU Dropbox no later than 5:00 P.M., Wednesday, February 1, 2017.

FSU Dropbox Directions

1. Go to <https://dropbox.ucs.fsu.edu/> .
2. Click “Login” and log-in with your FSUID and password.
3. Click “Drop-off.”
4. Enter your information and the recipient information: Judith Devine, jdevine@fsu.edu .
5. Choose the file you would like to upload (PDF application materials).
6. Click “Drop-off the File.”

Questions about the nomination process, application materials preparation, etc. should be directed to Dr. Judith Devine (644-3501 or jdevine@fsu.edu).