

## Call for Applications

### THESIS RESEARCH SUPPORT FELLOWSHIP

The Graduate College provides Thesis Research Support Fellowships, up to \$2,000 each, to support graduate student research. The Graduate College is currently accepting applications for spring 2014 fellowship awards.

#### Eligibility

Master's students applying for a fellowship must:

- Be enrolled in a thesis master's program
- Be in good academic standing
- Have an approved Proposed Thesis Research form on file in the Graduate College at the time of application
- Be enrolled in a thesis course during the semester in which the award is made
- Have not previously received a Thesis Research Support Fellowship

#### Award

A graduate student may request up to \$2,000 to cover expenses directly related to conducting thesis research.

- Allowable Expenditures:
  - Materials/supplies to support the research
  - Travel which directly relates to conducting the research
  - Other research related expenses approved by the thesis committee chair
- Expenditures Not Allowed:
  - Travel to conferences to present research papers or posters
  - Cost for printing and/or binding the thesis
  - Publication costs

#### Deadline

All applications must be submitted to the Graduate Advisor of the student's graduate program by **October 15, 2013**. Fellowships will be awarded spring 2014.

#### Application Materials

An application and a letter of support from the thesis committee chair are required. Only complete applications will be considered. The student will submit the following application materials to their Graduate Advisor, in the order specified below, as a single PDF document:

- 1) A cover sheet with the following information:
  - a. Student's name
  - b. Student's ID number
  - c. Student's email address
  - d. Student's mailing address
  - e. Name of master's degree program
  - f. Name of student's thesis committee chair
  - g. List of other funded support for the research project

- 2) A description of the student's thesis research project; limit narrative to two single-spaced pages in 12 pt. font with one inch margins; the description should be as jargon free as possible and comprehensible to individuals outside of the discipline
- 3) An itemized budget and a budget narrative justifying the funds requested
- 4) A one to two page resume or CV

The student is to place all of the above application materials in one PDF document and submit the PDF document as an attachment to an email addressed to the Graduate Advisor of their program.

Name the PDF document as follows:

ThesisFellowship[Student's First and Last Name].

Example: ThesisFellowshipSusanSmith.pdf

The student must also request a letter of support from the thesis committee chair. The thesis committee chair is to email the letter as a PDF document to the Graduate Advisor by **October 15, 2013**.

Name the PDF document as follows:

ThesisFellowshipLetter[Student's First and Last Name]

Example: ThesisFellowshipLetterSusanSmith.pdf

### **Selection Process**

Awards are made on a competitive basis. Each graduate program is allowed to submit two applications to the Graduate College for consideration. The Graduate Advisor of the program will submit up to two complete applications at <http://www.gradcollege.txstate.edu/tresfel.html> by **November 5, 2013**. Applications received will be reviewed and ranked by a committee appointed by the Dean of the Graduate College. The Dean of the Graduate College will make the final award decisions.

### **Final Report**

Students who receive a Thesis Research Support Fellowship will be required to submit a 250 – 500 word narrative, approved by the thesis committee chair, to the Dean of the Graduate College within one year of receiving the fellowship or upon completion of the thesis, whichever occurs first. The narrative will detail the student's progress in completing the thesis and their use of the funds in support of the research.

### **Contact for Questions**

Please contact Dr. Paula Williamson at [pw04@txstate.edu](mailto:pw04@txstate.edu) with any questions regarding the fellowship.