

The Graduate School Dissertation Completion Fellowship Fall Semester 2024; Spring and Summer 2025

~In the College of Arts and Letters, Dissertation Completion Fellowships are awarded both for completion of PhD dissertations and for completion of MFA final projects~

College Nomination Deadline (individual program deadlines are earlier): Monday, February 26, 2024

The College expects to offer 27 Dissertation Completion Fellowships for the 2024-25 academic year. The fellowship from The Graduate School consists solely of a \$10,000 stipend. Recipients designate one of the semesters in 2024-25 as their fellowship semester. Recipients must be enrolled for at least one credit in their chosen semester in order to receive the award.

Students are nominated for these fellowships by their department/program. **Students should consult their department/program for its nomination procedures and deadlines, and for information about nomination materials that are provided by the nominee.**

NOTE: *Students with financial aid (scholarships or loans) must check with the Office of Financial Aid to see if this award will affect their funding. The College of Arts & Letters and the Graduate School will not be responsible for any reductions in aid or any penalties related to receipt of this award.*

The fellowship is intended to support the final stage of the degree—completing and defending the dissertation or final MFA project at the end of the fellowship semester or by the end of the subsequent semester.

The purpose and point of these fellowships is to provide for a semester in which the recipient can focus largely or exclusively on the work of the dissertation, performance or exhibition. Fellowship recipients may hold up to a quarter-time graduate assistantship in the fellowship semester.

Awardees:

- must enroll for at least one credit during in the semester they designate as the fellowship semester;
- may not hold a second named fellowship of more than \$3,000 during the semester designated to receive the award. (This restriction does not apply to awards made by departments);
- must submit a brief report of their accomplishments in the fellowship semester to Thomas Jeitschko, Dean, The Graduate School).

Eligibility:

Applicants must be nominated by their unit (program or department). Nominations will be submitted in one of the following categories.

Those eligible for the Dissertation/MFA-Completion Fellowships are:

PhD or MFA candidates who, in 2024-25, will be in the concluding stages of the dissertation or final MFA project and are expected to complete the degree in Academic year 2024-25, i.e., by the end of the summer semester, 2025.

Students may receive a Dissertation Completion Fellowship only once.

Evaluation Criteria:

Applications will be judged according to:

- quality and clarity of proposal,
- relationship of project to contemporary scholarship in the discipline or interdisciplinary area,
- student record (GPA, Deferred or Incomplete courses, courses taken, progress toward degree),
- letters of recommendation, and
- the grounds for confidence that the project and/or degree will be completed for Summer 2023 graduation (or earlier).

The review committee is likely to be composed of faculty members from outside nominee's discipline and the proposal needs to be situated within a framework understandable to educated, non-specialists.

**The Graduate School Dissertation Completion
Fellowship College Deadline: Monday, February 26, 2024**

**Graduate School Dissertation Completion Fellowship Nomination Packet
Instructions**

Nomination packets (PDFs) must be e-mailed from the e-mail address of the unit chair, graduate director/advisor or Academic Operations Colleague.

Nomination packets are to be composed of a single multi-page document, saved as a PDF, and sent as an e-mail attachment to Laura French (borchgr2@msu.edu). They must include the nomination form *and* the items listed below (in the order shown).

For the Dissertation/MFA Completion Fellowship: Nomination packets are to be composed as a single multi-page document, saved as a PDF, and sent as an e-mail attachment to Laura French (borchgr2@msu.edu). They must include the nomination form *and* the items listed below (in the order shown).

1. One *letter of recommendation* (1 to 2 pages) from the nominator (usually the chair of the guidance committee), that includes:
 - ✓ the applicant's GPA and progress toward the degree since passing the comprehensive or comparable MFA milestone,
 - ✓ grounds for confidence that the dissertation or final project actually will be completed within the academic year 2022-23, and
 - ✓ any additional information that would be useful to a review committee likely to be composed of faculty not specializing in the nominee's area.
2. one *additional letter of recommendation* (1 to 2 pages) from a faculty member familiar with the student's work on this project;
3. a *curriculum vitae*, not to exceed one page, highlighting publications, presentations, exhibits, etc., and any special awards received;
4. *an abstract*, not to exceed three double-spaced pages (normal margins, moderate font), of the dissertation or project;
5. the nominee's *assessment*, not to exceed one double-spaced page, of the *relationship of the project* to contemporary scholarship in the discipline or interdisciplinary area (the statement situating the work within a framework understandable to educated non-specialists),
6. a *timetable*, providing completion dates for the various stages of the project and for any remaining degree requirements, emphasizing work to be completed during the fellowship semester.

Note: A statement or cv. that exceeds the length limitation disqualifies the nomination. Additional materials, including additional letters of recommendation, chapters of theses or dissertations will not be considered.

The Graduate School Dissertation Completion

Fellowship *College Deadline: Monday, February 26, 2024*

Nomination Form

This form is submitted with a packet of materials as detailed in the Nomination Packet Instructions.

Name of Nominee: _____ PID # _____

Department/School/Program _____

Address where the student prefers to receive correspondence regarding competition:

Phone number: _____ E-mail address: _____

Please indicate the semester designated as the fellowship semester (i.e., the semester in which the fellowship-supported work be done)

Fall Semester 2024 ____ Spring Semester 2025 ____ Summer Semester 2025 ____

Summary of Nominee's Record:

- 1) Graduate degree sought _____
- 2) Term of first MSU enrollment in current program _____
- 3) Current GPA _____
- 4) Number of outstanding DF credits _____ (not to include thesis or dissertation credits)
- 5) Comprehensives completed to date: ____ out of ____ all ____ N.A.
- 6) Major fellowships/scholarships awarded to date (College, Graduate School, competitive, internal, and external). _____