

## **CITY COLLEGE FELLOWSHIPS**

### **Application Information and Instructions**

#### **WHAT THEY ARE**

City College Fellowships help support talented students who are considering entering Ph.D. programs in preparation for careers as college teachers and/or researchers. The fellowship program aims to develop the next generation of faculty, starting with the undergraduate training of Fellows and culminating in their placement in Ph.D. programs.

The heart of the program is an undergraduate experience with special opportunities for academic and personal enrichment. The Fellows become actively involved members of a close-knit community of aspiring scholars from numerous disciplines. They participate in ventures that draw them together as a group, teaching and learning from one another, as well as from the faculty.

Upon admission to the program, each Fellow is paired with a faculty mentor—a professor engaged in teaching, research, and other professional pursuits. Fellows will work with their mentors on guided research projects and, with the help of the mentors, experience the culture and activities of academic life.

Each semester, Fellows gather to participate in a forum that highlights aspects of research and academic life, as well as in workshops that help them prepare successful applications to graduate school. During spring semester of sophomore or junior year, Fellows also participate in a team-taught interdisciplinary (3 credit) Fellowship Seminar that focuses on varying topics of broad interest and relevance. At the annual spring research conference, Fellows are encouraged to present their research.

#### **BENEFITS**

City College Fellowships provide the following benefits:

- A stipend of \$1,000 per semester up to a maximum of six semesters.
- Eligibility for additional funds for academic support, including: research expenses; travel to conferences, research libraries, and archives; tuition to study-abroad programs, language-training courses, or other appropriate programs or internships; and summer stipends.
- Eligibility to compete for a \$10,000 scholarship for the first year of graduate study.
- Mentoring from a faculty member.
- Pre-graduate school advising including workshops on financial aid, applying to graduate programs, writing the personal statement, and preparing to take the GRE.
- Participation in the Fellowship Program's annual spring research conference.

## HOW TO APPLY

### Eligibility

Those eligible to apply will have:

- A minimum of 3.0 grade point average and exceptional scholarly promise;
- Earned between 24 and 70 credits by the end of the semester in which the application is made (or have at least four more semesters before graduation);
- A desire to matriculate in a Ph.D. program and to pursue a career in research and teaching at the college or university level.
- The intention to major in a discipline in the Humanities and Arts, Social Sciences, Sciences, or Computer Science. (Architecture, Engineering, and Sophie Davis students are not eligible.)

### Application

A complete application will contain:

- The attached application form;
- Two or more letters of recommendation from faculty members or others familiar with the applicant's academic career and potential;
- For those who have attended a college other from City College, a college transcript.

Letters of recommendation should be sent directly to the Admissions Committee by those who write them. All documents should be mailed to: City College Fellowships Office, (NAC 6/316), The City College of New York, New York, NY 10031.

### Application Deadlines

Fall semester applications are due by **December 1**.

Spring semester applications are due by **May 1**.

### Interview

The most promising applicants will be invited to attend an interview with the Director along with members of the Advisory Committee and faculty mentors. Interviews will be held one to two weeks after applications are due.

### Selection Criteria

Selection will be based on the strength of the student's academic record, academic focus and goals, and the faculty recommendations. Recipients of a fellowship will be notified before the start of the next semester.



## RECOMMENDATIONS

List the two or more sponsors who are writing your recommendations.

**Note:** Only two recommendations are required. Since this is an academic fellowship, at least two letters should be from faculty members. Letters from academic advisors tend to be far less useful.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
School

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City            State    Zip

\_\_\_\_\_  
Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
School

\_\_\_\_\_  
Street Address

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City            State    Zip

\_\_\_\_\_  
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\_\_\_\_\_  
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School

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Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
School

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City            State    Zip

## **PERSONAL PROFILE**

**Instructions:** In 250 to 500 words (typed), please give a profile of yourself in two parts: 1) Describe your interests and aspirations; 2) tell what research project you would pursue if given unlimited time and resources, and why.

## City College Fellowships Letter of Reference

**TO THE APPLICANT:** Please complete all entries above the boxed text, including the choice given in the paragraph above your signature.

Print Full Name \_\_\_\_\_

Name of Sponsor \_\_\_\_\_

I am aware of the rights afforded to me by the Federal Education Rights and Privacy Act of 1974, as amended. I hereby \_\_\_do \_\_\_do not waive my right to examine the contents of this reference. I understand that by waiving my right I do so under the condition that the reference is used solely for the purpose for which it is requested.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

**TO THE SPONSOR:** The student whose name appears above is an applicant for a City College Fellowship. These fellowships are awarded to talented students who aspire to enter Ph.D. programs in preparation for careers in research and college teaching. We would appreciate your comments on the applicant's overall qualifications for such an award, including:

- (1) her or his intelligence;
- (2) ability to communicate clearly and effectively; and
- (3) potential for academic success, including potential for completing preparation for a PhD program.

**Please write your statement on the other side of this page or attach your letter to this form. The College is most grateful for your assistance.**

**How would you compare this student with his or her peers?**

\_\_\_Top 3% \_\_\_Next 10% \_\_\_Next 20% \_\_\_Middle Third \_\_\_Lower Third

Date \_\_\_\_\_ Sponsor's Signature \_\_\_\_\_

Sponsor's Name (print or type) \_\_\_\_\_

Title \_\_\_\_\_ Dept. & School \_\_\_\_\_

Please return this form to: City College Fellowships Office, NAC 6/316,  
City College of New York, Convent Ave. at 138<sup>th</sup> St., New York, NY, 10031,  
by **December 1** for fall semester or **May 1** for spring semester.

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