



Research Fellowship APPLICATION GUIDELINES

CRITERIA FOR THE FELLOWSHIP

The Foundation shall designate and identify the endowment fund as the Dr. Eugene W. Smith Research Fellowship at Arkansas State University with the purpose of the fund being to assist deserving students who are pursuing a doctoral degree in educational leadership at Arkansas State University.

APPLICATION PROCESS

1. Students may apply for the scholarship upon completion of the dissertation proposal. Any doctoral student who has completed the proposal but has not finished the dissertation is eligible for this fellowship.
2. For consideration, the student must submit:
 - A. a copy of their dissertation proposal complete with signatures of the committee members;
 - B. a written rationale/justification for requesting the fellowship;
 - C. an itemized budget detailing expenses related to the research; and
 - D. a description of the methodology which includes: 1) intermediate steps and 2) time lines leading to the completion of the dissertation.

CONDITIONS

1. The **deadline for submitting will be March 1** with the final selection made by April 1 of each year.
2. The selection of the recipient(s) will be made through the collective judgment of the Center faculty using a formalized rating process to estimate the chances for completion.
3. The amount of award will be \$2000 per academic year, payable in April. If two recipients are chosen, the annual award is divided between them at a rate of \$1000 each.
4. The ASU Foundation will issue a check directly to the student(s) selected for this award. Federal law requires that a 1099 be issued the following year for tax purposes.
5. The Eugene W. Smith Research Fellowship is a one-time award. Students who have received a stipend from this Fellowship are not eligible for a second round of funding.
6. All application materials should be submitted to the address below.



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