Graduate Student Summer Fellowships, 2016: Standard Application

INSTRUCTIONS TO APPLICANTS

These instructions accompany a standard electronic application form (CARAT) for summer fellowships offered by GSAS and the participating Harvard research centers.

- If you are applying to individual research centers, submit your completed application packet directly to each of these centers.
- If you are applying for a GSAS Graduate Society Summer Predissertation Fellowship or a Harvard Summer School Tuition Waiver, submit your completed application packet to your academic department.
- In addition to these instructions, be sure to follow the individual requirements outlined in the respective cover sheets of the participating funding sources.

For a list of fellowship opportunities, consult the Graduate Guide to Grants, available online at:
http://www.gsas.harvard.edu/current_students/fellowships_office.php

In drafting a proposal, you will benefit from consulting with your faculty advisor and with other faculty members who are familiar with your work. We also encourage you to consult Scholarly Pursuits, which contains advice on writing a proposal and samples of successful proposals (available on the above GSAS web site).

CHECKLIST

Note that requirements among the participating funding sources vary, especially in the number of copies to submit. Collate and arrange each set of materials in this order:

- APPLICATION FORM, INCLUDING BUDGET SHEET
- CURRENT RESUME/CV
  Not to exceed two pages.
- CURRENT OFFICIAL TRANSCRIPT
  Obtain an original transcript from your school’s registrar, allowing five working days for processing. Use the original to make the required number of copies to submit with your application. If applying to GSAS, or the Davis or Weatherhead Centers, a copy of the grade report is accepted instead of a transcript.

  The grade report is available online from the Registrar's Office. To access the grade report, go to http://my.harvard.edu and sign in using your ID and PIN. Click on “Campus Resources”. Under “FAS Academics”, click on “Online Student Record.”

- STATEMENT OF PURPOSE
  Double-spaced and not to exceed 1,000 words. The statement should describe your proposed use of the award. For research abroad, please describe the subject and plan of your research, including the feasibility and necessity of undertaking it in the proposed
country or countries. Similarly, for language study, describe the necessity of the language for your future research.

- **LETTERS OF RECOMMENDATION**
  The required number varies by funding source. Include a sealed original of each letter with the application materials that you submit to each funding source; if needed, you should add the fellowship name to the envelope. (Alternatively, recommenders may send letters directly to the appropriate funding source.) For GSAS summer fellowships, only 1 letter is required, and the recommender must submit the letter directly to your department administrator. Please be sure to inform your letter writers of the specific submission requirements and deadlines, indicated in the individual cover sheets.

**DEADLINE FOR PARTICIPATING RESEARCH CENTERS:** Friday, February 12, 2016. For GSAS summer fellowships, department deadlines vary and are earlier.