

APPLICATION FOR  
THE GRADUATE COLLEGE FELLOWSHIP



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WESTERN MICHIGAN UNIVERSITY

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THE GRADUATE COLLEGE  
260-W WALWOOD HALL  
1903 W. MICHIGAN AVE.  
KALAMAZOO, MI 49008-5242  
(269) 387-8212 or 387-8208

The Graduate College Fellowship (\$9,312) is awarded for the fall and winter semester to a select number of highly qualified, beginning students admitted to a master's degree program at Western Michigan University. This fellowship is a one-year, non-renewable award. All recipients of the fellowship award receive 18 hours of paid tuition in addition to the award amount. The fellowship requires no service, but recipients are encouraged to participate in the professional activities of the department. Application deadline: February 15. Applications will not be accepted after this date, so earlier submission is encouraged.

1. To be eligible for The Graduate College Fellowship, an applicant must be a beginning **master's** degree student with 1) **no more than six graduate credit hours earned by the beginning of the appointment**; 2) **an overall, undergraduate grade point average of 3.25 or better**; 3) **regular admission to a graduate degree program at Western Michigan University**; and 4) **have the unqualified endorsement of and exceptionally high recommendation by the admitting department**. Citizens of the U.S. and other countries are equally eligible.

2. An application for admission to a degree program must be completed and submitted to the Office of Admissions and Orientation before submitting this application for a Graduate College Fellowship. **This fellowship application will not be reviewed unless a complete application for admission is first submitted to the Office of Admissions and Orientation, thus the admission application should be submitted well before the fellowship deadline of February 15.**

3. A fellowship recipient has no service requirement to fulfill, but must maintain good academic standing, exhibit satisfactory progress toward degree completion, and register for at least nine credit hours of graduate course work per semester while on appointment.

4. **Complete this application, filling in all requested information, and submit it to The Graduate College at the above address before 5:00 p.m., February 15.** (Please note: This is not a postmark date. Applications must be received by The Graduate College by this date for consideration; therefore, earlier submission is encouraged.) Faxed copies are not acceptable. Transcripts requested in item #12 and letters of recommendation requested in item #16 absolutely must accompany this application. You may enclose unofficial copies or student copies of transcripts for this purpose. Include confidential letters of recommendation in envelopes sealed and signed across the flap by the recommender; non-confidential letters of recommendation may be included without a sealed, signed envelope. Items submitted with your admission application cannot be used for The Graduate College Fellowship awards process, as these are separate processes handled by two different offices. **This fellowship application will not be reviewed unless all items are completed and letters of recommendation and transcripts of undergraduate work are included.**

5. Notify your department that you have submitted this application for a Graduate College Fellowship.

6. Please provide your social security number and signature on the lines provided below. Your signature will verify that you have read and understood all eligibility and application requirements related to the Graduate College Fellowship and that you have notified your department that you have submitted this application.

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Social Security Number

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Signature

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Print Name

**DO NOT MAIL THIS APPLICATION WITH YOUR ADMISSION OR DEPARTMENT APPLICATION.  
PLEASE SEND THIS APPLICATION DIRECTLY TO THE GRADUATE COLLEGE AT THE ABOVE ADDRESS.**

1) Name \_\_\_\_\_  
Last First Middle Maiden

2) Permanent Address  
\_\_\_\_\_  
Street City State Zip Phone  
(include area code)

3) Local Address  
\_\_\_\_\_  
Street City State Zip Phone  
(include area code)

4) E-mail Address \_\_\_\_\_

5) Country of Citizenship \_\_\_\_\_

6) If U.S. citizen or resident alien, state in which you claim residence \_\_\_\_\_

7) Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

8) WMU master's degree program (curriculum) in which you intend to enroll  
*(you may apply for the fellowship before you have been admitted to a program; however, you must have an admission application on file to be considered for the fellowship)*  
\_\_\_\_\_

9) Examination scores on the following tests, if taken:

GRE (v) \_\_\_\_\_ (q) \_\_\_\_\_ (a) \_\_\_\_\_

GMAT \_\_\_\_\_

TOEFL \_\_\_\_\_

10) Undergraduate Cumulative Grade Point Average (GPA) \_\_\_\_\_  
(If you are a transfer student, please list your GPA from the institution that granted your undergraduate degree)

- 11) List all educational institutions attended since high school, including Western Michigan University. Unofficial copies (student copies) of transcripts are accepted. **IMPORTANT: attach copies of transcripts from each institution.** Transcripts sent with your admissions application go to a different office and cannot be used for your fellowship application.

Institution	State	Dates of Attendance	Degree Received/Expected
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____

**ATTACHMENTS (12-19)**

Please enclose the following attachments to your application.

- 12) **Statement of Professional Experiences**  
(For each professional experience, please list, the employer, dates of employment, type of work, and major responsibilities)
- 13) **Statement of Scholarships or Scholastic Awards**  
(Please list the scholarships or scholastic awards in reverse chronological order)
- 14) **Statement of Honors**  
(Please list any academic honors you have earned)
- 15) **Statement of Publications**  
(Please list any publications in reverse chronological order)
- 16) **Statement of Presentations**  
(Please list any academic presentations you have made in reverse chronological order indicating the sponsoring organization and selection process)
- 17) **Statement of Creative Activities or Exhibits**  
(Please list any creative activities or exhibits you have participated in reverse chronological order)
- 18) **Letters of Recommendation**

Have **two** former professors acquainted with your academic abilities submit letters commenting on your potential for graduate study. The two letters of recommendation must be sent along with this application. A reference who wishes to submit a confidential recommendation may include the letter in a sealed envelope, signed across the closed envelope flap. Letters of recommendation sent with your admissions application go to a different office and cannot be used for your fellowship application.

- 19) **Statement of Professional Goals**  
Describe (in approximately 250 words) your plans for graduate study: (a) Define your professional goals, (b) explain why you are planning to pursue them, and (c) indicate how your planned program of study will help you achieve professional goals.)

**Please note: you will receive confirmation by mail regarding award status approximately one month after the application deadline date.**