



Fellows Program Pre-Proposal 2017-18

PURPOSE

The purpose of the L.T. Jordan Fellows Program is to provide highly qualified Texas A&M University students the opportunity for personal enrichment and education through an international research experience. This is achieved by designing a specific independent international research project that will enhance the participant's educational or career goals. The program annually selects up to ten qualified students to conduct their research abroad during a time of their choosing. As a part of the application process, applicants must prepare their own travel itineraries, descriptions of research activities, and budget estimates. Upon returning from their trips, selected applicants write an extensive report describing the experience abroad and present publicly about their personal development and immersion into the foreign culture.

ELIGIBILITY

1. Applicants must be currently enrolled at Texas A&M University (College Station) as undergraduate or graduate students who will have at least one semester of additional enrollment after the Fellows experience. Undergraduate students applying for the L.T. Jordan Undergraduate Research Fellows program must be enrolled for an additional two semesters after the Fellows experience.
2. Undergraduate students and professional school students must have a minimum GPA of 3.0, while graduate students must have a minimum GPA of 3.25.
3. Applicants must be U.S. citizens or Permanent Residents and have a valid passport.
4. Non-paying internships are acceptable as long as the application is accompanied by a letter of intent and responsibilities from the host.

Deviations from these eligibility requirements will be considered upon written appeal by the applicant to the L.T. Jordan Fellows Program Executive.

APPLICATION PROCESS

The Fellows Program application process is conducted in three steps. Firstly, all applicants must complete and submit a pre-proposal to the MSC L.T. Jordan Institute Office, Room 2293 of the 2nd floor of Memorial Student Center, by 5:00 PM on **Friday, October 13th, 2017**. Applicants will be notified by **Sunday, October 20th, 2017** about the status of their applications. Secondly, selected applicants must complete and submit the proposal section of the application by 5:00 PM on **Friday, October 27th, 2017**, and will be notified by **Sunday, November 5rd, 2017** about the status of their applications. Upon notification, applicants will sign up for time slots for the interview, which will take place on **Tuesday-Thursday, November 7th-9th, 2017**. Final selection notifications will be sent out by **Sunday, November 19th, 2017**.

Applicants must submit THREE copies of the pre-proposal and proposal on or before the respective deadlines to the MSC L.T. Jordan Institute Office. For assistance, please visit or call the MSC L.T. Jordan Office at (979) 845-8770 or email the Jordan Chair at ji-fellows@msc.tamu.edu. Applicants will be evaluated with those of like status (i.e. undergraduate applicants will be reviewed against other undergraduates and graduate students with other graduate students).

PRE-PROPOSAL STATEMENT

Submit three copies of the following by **5:00 PM on Friday, October 13th, 2017** to the MSC L.T. Jordan Institute Office:

1. Completed coversheet (Last two pages of this document)
2. Résumé (Limited to two pages)
3. Essay discussing:
 - a. Destination
 - b. Purpose
 - c. Benefits to the applicant
4. A letter from an advisor stating the relevance of the research to the applicant's academic or career goals.

Note: The pre-proposal is meant to describe the purpose, motivation, and general details regarding the project; specifics such as the budget or travel itinerary should be reserved for the main proposal.

Completed pre-proposals will be reviewed by a committee that will at a minimum consist of the student L.T. Jordan Fellows Program Executive, the student Chairperson of the L.T. Jordan Institute, and the staff Director of the L.T. Jordan Institute.

Applications that do not meet the above requirements will be considered incomplete and the applicant will be disqualified.

EVALUATION OF THE PRE-PROPOSAL

All else being equal, preference will be given to applicants who:

- Have little or no international experience.
- Will be fully immersed in an international culture.
- Are receiving little or no other funding for research.
- Receive the greatest benefit from the grant money.
- Are competent in the native language of the destination.
- Plan for duration and intensity (at least one month).
- Have designed a program that coincides with the applicant's long term academic or career goals.

REQUIREMENTS FOR THE PROPOSAL

Submit three copies (except for transcripts and reference forms; original only) of the completed application by **5:00 PM on Friday, October 27th, 2017** to the MSC L.T. Jordan Institute Office. This part of the application consists of:

- Detailed travel itinerary
- Estimated budget
- Official Transcript(s)
- Three completed reference forms (Separate form)

Applications that do not meet the above requirements will be considered incomplete and the applicant will be disqualified.

RESPONSIBILITIES OF JORDAN FELLOWS

1. All Fellows must attend a banquet in the spring honoring current and former program participants and any necessary meetings. Those who are absent from more than 20% of scheduled events will be dismissed from the program.
2. A written report (7-20 pages) about each Fellow's travel experience must be submitted within sixty (60) days of returning to the United States. The general format and expectations of the report will be discussed with the new Fellows upon completion of the selection process. Submission must be in PDF file format on a USB flash drive.
3. Fellows are required to present a slide presentation with narration (20-30 minutes) on their international travel experience, as a part of the Fellows Lecture Series. These presentations will occur at the beginning of the Fall 2018 semester and will be scheduled by the L.T. Jordan Institute.
4. Fellows must also be available to give a presentation at a local high school, to lead a brown bag discussion in their respective departments, and possibly give a classroom presentation in other academic departments.

PRE-PROPOSAL STATEMENT

Please complete the following biographical information, answer all application questions. Submit three stapled copies, three copies of a resume, and a letter from an advisor stating the relevance of the research to your academic or career goals to the MSC L.T. Jordan Institute Office by **5:00 PM on Friday, October 13th, 2017**.

PERSONAL DATA

Last Name:	First Name:	UIN:
Local Address:		
TAMU Email:		
Major (Minor):	Classification:	
Date of Birth:	Phone:	
Graduation Date:	Citizenship:	

INTERNATIONAL EXPERIENCE

Do you own a passport?

List each country visited, period of stay, and purpose (i.e. study, work, vacation, etc.):

MODERN LANGUAGE COMPETENCY

Do you speak any modern foreign languages fluently? If so, please specify.

Have you studied any modern foreign languages? If so, specify the languages and length and level of study for each.

ESSAY

The essay should be approximately 500 words in length and explain the purpose and location of the trip, and what you expect to gain from the experience (personal development, effect on academic goals and career goals). You do not need to include a detailed itinerary or budget; however, include your destination(s), the duration, and the estimated cost of the trip.

APPLICANT'S CERTIFICATION

I certify that the above information is correct to the best of my knowledge. In the event that I am selected as a 2017-18 L.T. Jordan Fellow, I agree to the following conditions as specified by the MSC Leland T. and Jessie W. Jordan Fellows Program:

1. To re-enroll full-time for at least one semester at Texas A&M University - College Station upon returning from my international experience. Should I be selected to participate in the L.T. Jordan Undergraduate Research Fellows program, I must be enrolled for at least an additional two semesters after returning (undergraduates only).
2. To prepare and submit a written report of the experiences and observations I gained from my international travel while an L.T. Jordan Fellow within 60 days of the trip's completion. It is my understanding that the report shall be between seven and twenty typewritten pages.
3. To present a slide presentation of approximately 30 minutes in length as a part of the 2018 Fellows Lecture Series, highlighting my experiences and personal development abroad as a Jordan Fellow.
4. I understand the importance of submitting the paper and presentation in a timely manner. Should I not meet these requirements, I understand that a block will be placed on all Texas A&M Records and that I will be required to return the Fellows award.
5. To give a presentation of my cultural experiences at a local high school, to lead a brown bag discussion in my department, or give a classroom presentation in another department, if necessary.
6. I understand that absences from more than 20% of the scheduled events will result in my removal from the program.
7. Upon selection as a Fellow, I must complete and sign a contract and release form which includes all rules, regulations, and requirements.

Signature of Applicant: _____

Date: _____