



**GUIDELINES FOR THE PREPARATION OF NOMINATIONS FOR
PROMPT FELLOWSHIP/ASSISTANTSHIP
2010-2011**

Southern Illinois University is an equal opportunity employer and will not discriminate against any person on the basis of race, national origin, or sex.

DEADLINES:

Friday, February 12, 2010.....Students' Fellowship Application to Graduate School
Monday, March 1, 2010.....Department Nomination Forms to Graduate School
Thursday, April 1, 2010.....Fellowship Offers to Selected Students
Thursday, April 15, 2010.....Acceptance of Fellowship Offers

Eligibility for PROMPT Fellowship/Assistantship

1. The PROMPT (Proactive Recruitment for Multicultural Professionals of Tomorrow) Fellowship/Assistantship is designed to increase the number of individuals receiving advanced degrees in the United States from families which have traditionally not had access to the opportunities of higher education and who, through his or her life, and/or cultural experiences, have unique and potentially positive contributions to make to the program, the discipline, and in the larger academic community.
2. The Fellowship/Assistantship is a two-year, half-time assistantship award for **new** students who have been unconditionally admitted to either a master's or doctoral degree program.
3. The Graduate School will enter into "1+1" match arrangement with participating departments to provide two **new** students with half-time assistantships for two consecutive years: one student funded by the Graduate School and the other one supported by the department. The department may also request a "shared" arrangement wherein the half-time assistantship of one **new** student is supported by both the Graduate School and the department for two consecutive years.
4. A minimum grade point average (scale 4.0 = A) of 3.0 on approximately the last 60 hours of undergraduate work (or the last 45 hours if the student has not graduate), and, when appropriate, a graduate grade point average of 3.25.
5. Only U.S. citizens are eligible for the award.
6. The PROMPT Fellowship/Assistantship is considered as a recruitment tool, and will not be awarded to continuing students.

Stipend and Tenure of Award

1. The monthly stipend for the recipients of the PROMPT Fellowship/Assistantship will be based on the current department's assistantship salary. Fellowship stipends are paid during the Fall and Spring semesters. This award will include a tuition scholarship for Fall and Spring semesters and for the Summer term. Recipients will start their fellowship in the Fall semester. PROMPT recipients are required to enroll as full-time students (a minimum of eight graduate credit hours each semester or optional Summer enrollment of three graduate credit hours).
2. Students holding PROMPT assistantship appointments will be required to commit twenty (20) hours per week to teaching, research or clinical activities that will be assigned and supervised by the Fellows' academic departments.
3. During special recruitment and graduate enhancement events held at SIUC, the Graduate School will solicit the assistance of the PROMPT Fellows to participate in seminars and orientation programs. Depending on their academic course work, they may also be asked to return to their home campus for recruitment purposes.
4. Recipients are responsible for fees.

Selection Process

A. *Nomination*

Based on the department's standard admissions application material, the department may nominate students for a PROMPT Fellowship/Assistantship by completing the *Department Nomination Form*¹, emphasizing the following:

1. The assessment by the department of the nominee's abilities, achievements, and promise for success in Graduate School.
2. A minimum grade point average of 3.0 on approximately the last 60 hours of undergraduate work (or the last 45 hours if the student has not graduated), and, when appropriate, a graduate grade point average of 3.25. Scores on standard tests such as GRE, MAT or GMAT will be considered as appropriate.
3. Strength of letters of recommendation from persons who are familiar with nominee's academic record and who are qualified to judge his/her promise for success in the program.
4. Academic indicators of potential, other than, grade point average or test scores, such as honors, publications, and awards.
5. Department's commitment to participate in the "1+1" match or the shared assistantship.

B. *Application*

A PROMPT Fellowship/Assistantship Application is to be completed by the student and submitted to the Graduate School, and should include the following.

1. An *Application for PROMPT Fellowship/Assistantship*¹.
2. An *Award Essay* (maximum two pages, double-space). The statement must describe how the student's personal or family background, life, cultural, and/or ethnic experiences could contribute to a more reflective, responsive environment in the program, the discipline, and in the larger academic community. (The upper right hand corner of the paper should contain "Award Essay," name of the student, and "PROMPT Fellowship/Assistantship.")
3. A 200-word *Autobiographical Statement*. Applicants should prepare this paper **in third person**, highlighting his/her academic achievements and professional interests, honors, awards, publications, presentations, and co-curricular involvement. (The upper right hand corner of the paper should contain "Autobiographical Statement," name of the student, and "PROMPT Fellowship/Assistantship.")
4. For promotional purposes, a 2x2 inch black and white or color (passport size) photograph will be requested from the student if a PROMPT award is offered and the student agrees to accept it.

¹**Note:** Download the **Department Nomination Form** and the **Application for PROMPT Fellowship/Assistantship** at: <http://www.gradschool.siuc.edu/financialaid.htm>