

**Florida International University**  
RESEARCH AND UNIVERSITY GRADUATE SCHOOL

**Doctoral Evidence Acquisition (DEA) Fellowship**  
**Guidelines – Spring 2010**

The Doctoral Evidence Acquisition (DEA) Fellowship is specifically intended to support doctoral students who have no financial support for evidence acquisition activities or those students for whom their current means of financial support would significantly interfere with or preclude their ability to collect the evidence needed for their doctoral research. Evidence acquisition activities that might be supported by the DEA Fellowship include, but are not limited to, off-campus library/archive research, field work, experiments conducted off campus, off-campus interviews, collection of specimens, etc.

The University Graduate School (UGS) will make DEA Fellowship awards available three times per year. The present application is for funding to begin Spring Semester 2010. DEA Fellowships provide a stipend of \$8,300 per term for up to 3 terms (i.e., 1-3 semesters). After a student has advanced to candidacy, he/she is considered to be full-time if enrolled for a minimum of three semester hours of dissertation credit per semester (this applies to both domestic and international students). Therefore, fellowship recipients must enroll in, and the UGS will provide a tuition waiver for, **three** dissertation credit hours per term. *Any additional credits beyond the three that are required will be the financial responsibility of the student.*

UGS will only consider funding a student for the amount of time needed for the acquisition of evidence e.g., data collection, sample collection, interviewing, etc. Although we appreciate that a student may also need financial support during the data analysis and writing phase of their doctoral work, UGS provides an alternative support mechanism for these activities, i.e., the Dissertation Year Fellowship.

Publications resulting from research supported in part through this fellowship should acknowledge the financial support of a Florida International University Doctoral Evidence Acquisition Fellowship. A copy of any such publication should be sent to the University Graduate School.

**Guidelines for Students:**

- To be eligible for consideration, applicants must have approved D-2 and D-3 forms on file with the UGS and be currently enrolled for a minimum of 3 graduate credits.
- When considered in its entirety, the application must make a compelling argument that this funding is critical to the applicant securing the dedicated time necessary to collect his/her doctoral evidence.
- If awarded, recipients must attest that they will work full time on their dissertation research during the period of the fellowship and will not hold other employment during this time.
- Letters of recommendation must be provided by the major professor and two faculty members. The major professor should verify in his/her letter that the student either has no financial support for his/her research or his/her current means of support would preclude or significantly interfere with his/her ability to carry out the acquisition of evidence required for the dissertation.
- All parts of the application, including the letters of recommendation, must be completed on the electronic forms provided. Applicants should NOT include documentation beyond the 3-page application. (Application available at: <http://gradschool.fiu.edu/fellowships.html>)
- Applications should be submitted by students to the **Graduate Program Director by Monday, September 28<sup>th</sup>, 2009.**
- Recommendations should be submitted by faculty directly to the Graduate Program Director.
- **Please Note:** UGS Fellowships can be awarded consecutively but not simultaneously.

**Guidelines for Departments:**

- Each doctoral degree-granting department or school may submit **two** DEA Fellowship applications. It is expected that the prospective program applicants will be reviewed by a committee of DAS faculty and ranked. The departmental rankings should be justified in a cover letter to UGS.
- No application should exceed 6 pages. (3 pages from student and 3 letters of recommendation.) Programs must submit **one original** and **one (1) double-sided copy** of each application to the **UGS no later than Monday, October 5<sup>th</sup>, 2009.**
- In addition to the hard copies, programs should e-mail a pdf composed of the cover letter and the two departmental applications to [ugs@fiu.edu](mailto:ugs@fiu.edu).

# DOCTORAL EVIDENCE ACQUISITION (DEA) FELLOWSHIP APPLICATION

➤ **Items 1-19 must be completed by the student.**

1. Name \_\_\_\_\_  
Last First Middle

2. Home Address \_\_\_\_\_  
Street City State Zip Code

Tel. # \_\_\_\_\_ Panther ID \_\_\_\_\_ E-mail \_\_\_\_\_

3. Department \_\_\_\_\_ Degree \_\_\_\_\_

4. Date (D-2) accepted by UGS \_\_\_\_\_ 5. Date (D-3) accepted by UGS \_\_\_\_\_

6. Proposed Title of Dissertation \_\_\_\_\_

7. Major Professor \_\_\_\_\_ E-mail \_\_\_\_\_

8. Number of Semesters (1-3) for which support is requested \_\_\_\_\_

9. By signing this application form you affirm that: 1) the information you have provided is true; and 2) you will work full-time on your dissertation research during the period of the fellowship (if awarded) and will not hold other employment during this time.

\_\_\_\_\_  
Signature Date

10. I waive my option to review my letters of recommendation (optional).

\_\_\_\_\_  
Signature Date

11. Summarize the significance of the project in **NON-SPECIALIST** language. (≥ 11 point font)

12. Summarize your research methodology and describe where your evidence acquisition will take place. (≥ 11 point font)

13. Provide a timeline for acquisition of doctoral evidence, including collection of pilot data or preliminary research. Be clear about where the research currently stands. Include only evidence acquisition activities, i.e., do not include analysis, writing or presentation activities. This is justification for the number of semesters of support requested (1-3). (≥ 11 point font)

14. Explain exactly how your current means of financial support precludes or significantly interferes with your ability to carry out the acquisition of evidence required for the dissertation. (≥ 11 point font)

15. List of **published** or **accepted** manuscripts from work done at FIU. Provide full citation. (≥ 9 point font)

16. List of **published, accepted** or **submitted** abstracts from work done at FIU. Provide full citation. (≥ 9 point font)

17. List of professional presentations (given or accepted) from work done at FIU. Provide meeting, location, and date. (≥ 9 point font)

18. Summary of previous and ongoing financial support during Doctoral Studies at FIU. E.g. TA, RA, Fellowships, scholarships, etc. (≥ 9 point font)

19. List all external funding specifically applied for by student. Indicate if funding was awarded and period of support provided. (≥ 9 point font)

**University Graduate School  
Fellowship Reference**

NAME OF APPLICANT (Last, First, Middle Initial)

Compare the applicant to other students you have known at a similar point in their career. Use the following numerical scores. Mark every block; insert "X" if insufficient knowledge.

**1 – Outstanding** – upper 5%

**3 – Very Good (Above Average)** – upper 21 to 40%

**5 – Fair (Below Average)** – lower 40%

**2 – Excellent** – upper 6 to 20%

**4 – Good (Average)** – middle 41 to 60%

**0 – Not Applicable**

Research Ability and Potential

Self-Reliance and Independence

Originality

Written and Verbal Communications

Timely Progress toward Degree Completion

Number of Publications

Perseverance in Pursuing Goals

Familiarity with Research Literature

Effort Devoted to Research

Comment on the above items, including other areas as appropriate. Identify the strengths and weaknesses that should be considered in evaluating whether this applicant should receive fellowship support.

LENGTH OF TIME HAVING KNOWN APPLICANT

CAPACITY AT THAT TIME

RESPONDENT (Name, title, department)

E-MAIL

TELEPHONE NUMBER

SIGNATURE

DATE