Application Procedures: NSFGRFP Scholarship

IMPORTANT DATES AND DEADLINES - Application Year 2015-16

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
<th>Date Due</th>
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<td>1</td>
<td>Schedule Consultation (see note)</td>
<td>Early Fall 2015</td>
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| 2    | Select and Confirm Five Recommenders  
Send instructions (see note) | Early September 2015 | ☐ |
| 3    | Begin Drafting Personal Statement | Early September 2015 | ☐ |
| 4    | Begin Drafting Graduate Research Plan Statement | Early September 2015 | ☐ |
| 5    | Request Transcripts | Early September 2015 | ☐ |
| 6    | Complete Application Form | Early September 2015 | ☐ |
| 7    | Revise Short and Long Essays  
Be prepared to allow time to write and receive feedback on multiple drafts from an NS&FP advisor. | Mid-September-Mid-October 2015 | ☐ |
| 8    | Follow up with Recommenders | Early October 2015 | ☐ |
| 9    | Submit Application (see note) | Late October 2015* | ☐ |

* Programs have individual deadlines, which fall between October 26 and October 30, 2015. Program-specific deadlines may be found at http://www.nsfgrfp.org/applicants/important_dates.

Next Steps: Fellows will be announced in early April 2016.

NOTES

Consultation (Step 1)

Make contact with National Scholarships and Fellowships program to discuss your eligibility and application competitiveness, career aspirations, research experience, and your recommender selection.

Recommenders (Steps 2 and 8)

In consultation with a NS&FP advisor, determine your five recommenders (although the NSFGRFP requires only three letters, they strongly encourage applicants to submit the maximum of five references for the strongest applicant). Contact these recommenders to confirm they are willing to provide references.

After adding a reference in the online (FastLane) application, click the 'Send Email' link in order to notify the person of your request for a reference letter. The individual will receive an email that contains instructions on how to submit a reference letter for your Fellowship application. Please remember that the system will not send any email notification to references on its own; your action of clicking the 'Send Email' link is required.
Instructions for recommenders:

- Letters should provide details explaining the nature of the relationship to the applicant (including how long you have known the applicant and in what capacity), comments on the applicant's potential and prior research experiences, statements about the applicant's academic potential and prior research experiences, statements about the applicant's proposed research, and any other information to enable review panels to evaluate the application according to the NSF Merit Review Criteria of Intellectual Merit and Broader Impacts.
- Letters must include the name of your department and institution and should be signed and on letterhead.
- Letters are strictly limited to two pages.
- Recommendations must be submitted electronically using the FastLane module and received by 8:00pm on November 5, 2015.

Personal Statement (Steps 3 and 7)

The Personal Statement is a three-page statement explaining your educational and professional development plans and careers goals, including a description of the way that your previous personal, educational, and/or professional experiences have prepared you to pursue these goals.

Be prepared to allow ample time to write and receive feedback on multiple drafts before the internal submission deadline.

Graduate Research Plan Statement (Steps 4 and 7)

The Graduate Research Plan Statement is a two-page statement that presents an original research topic you would like to pursue in graduate school. The statement should describe the research idea, your general approach, and the potential of the research to advance knowledge and understanding within your field as well as the potential for broader impacts on society.

Be prepared to allow ample time to write and receive feedback on multiple drafts before the internal submission deadline. We strongly encourage you to work with someone in your field on this statement. A NS&FP advisor can give you feedback addressing rhetorical strength and copy-editing issues, but for content related feedback, seek out a mentor in the subject area. The best strategy is to work with both a NS&FP advisor and a professor from a field related to your topic.

Transcripts (Step 5)

Request and upload a copy of transcripts for all schools you have attended. Transcripts may be unofficial, as long as they meet the requirements describe in the NSFGRFP application.

Application Form (Step 6)

Register for and complete the online (FastLane) application.

Submit Application (Step 9)

By the program-specific deadline in late October 2015 (visit http://www.nsfgrfp.org/applicants/important_dates for program-specific dates), submit your application through the FastLane system.