

# Dissertation Completion Fellowship Nomination Form

Application deadlines:

**For Spring 2023 and Summer 2023 Only: October 25, 2022**

**IMPORTANT: Follow the Guidelines listed on Page 2-3.**

Date: \_\_\_\_\_

Name \_\_\_\_\_

PID# \_\_\_\_\_

Degree sought (circle one):    DMA    PHD

Major \_\_\_\_\_

Address to receive correspondence regarding competition:

\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

MSU E-mail: \_\_\_\_\_@msu.edu\_

Please indicate the semester in which you wish to receive the fellowship:

\_\_\_\_\_ *Spring Semester 2023*

\_\_\_\_\_ *Summer Semester 2023*

## Summary of Nominee's Record:

1) Semester of first MSU enrollment in this program \_\_\_\_\_

2) Current GPA \_\_\_\_\_

3) Number of outstanding DF credits in academic coursework \_\_\_\_\_ (do **not** include 996, 997, 998, 999 credits)

4) Course work or recitals remaining (include the current semester):

\_\_\_\_\_  
\_\_\_\_\_

5) Comprehensive examinations passed to date (please list specific exam): \_\_\_\_\_

6) List *major* fellowships/scholarships/assistantships awarded to date (College of Music, Graduate School, competitive, internal, external):

\_\_\_\_\_

**Student must submit ONE (1) pdf of ALL materials to [musgrad@msu.edu](mailto:musgrad@msu.edu). Please see the directions about Letters of Recommendation. Application materials must reach the College of Music Graduate Studies Office, 116 Music, before: 5:00 pm, **October 25, 2022**.**

\_\_\_\_\_  
NAME of Primary Advisor/ Guidance Committee Chair

\_\_\_\_\_  
Date

# College of Music

## Dissertation Completion Fellowship

### Directions for Applying

**Application Deadline: For Spring 2023 and Summer 2023 Only: by 5:00pm, October 25, 2022**

#### Award:

- \$10,000 stipend

#### Awardees:

- must be a doctoral student in the final stages of writing a dissertation, document, composition, or final lecture recital.
- must register for at least one credit during the semester in which they accept the award
- must demonstrate in the application materials their ability to complete the degree within one (1) calendar year of the application date
- *Students with University Fellowships or full-time teaching positions are not eligible.*

**\*\* Students with other scholarships or loans must check with the Office of Financial Aid to see if this award will affect their funding. The College of Music will not be responsible for any reductions in aid or penalties related to receipt of this award. \*\***

*Please note that receipt of this award does not require the student to give up a graduate assistantship or limit the amount of scholarship money the student may receive from the College.*

#### **ALL Materials To Be Submitted, in ONE pdf (except for letters of recommendation—see below):**

1. Application Sheet
2. Two *letters of recommendation* sent separately by each recommender as a pdf directly to [musgrad@msu.edu](mailto:musgrad@msu.edu)
  - **One from your Primary Advisor or Guidance Committee Chair**, that includes:
    1. the applicant's progress toward the degree,
    2. the quality and significance of the project within the discipline or interdisciplinary area, and
    3. any additional information that would be useful to a review committee likely to be composed of faculty not specializing in the nominee's area.
  - **One from a faculty member** familiar with student's work on this project.
3. Courses by term (from SIS) of nominee's graduate record.
4. A *curriculum vitae*, not to exceed two pages, highlighting publications, performances, presentations, etc., and any special awards received.
5. A proposal of three double-spaced pages that includes a schematic overview of the dissertation or project.
  - This overview should engage with the relevant literature on the topic. It must include citations referring to this body of work, and those citations should be in either Chicago, MLA, APA, or another officially recognized citation format according to the conventions of your academic field, and a bibliography of works cited should appear at the end of the proposal (this bibliography should be in alphabetical order according to author's last name, and appear on a separate, fourth page)
  - The language in this proposal needs to be persuasive. It is slightly different from your DMA document proposal/ lecture recital proposal in that respect. How will it impact the field of music? Try to answer the following questions:
    - WHY is the project important?
    - HOW will it change the field?

- HOW are you challenging commonly held views?
  - HOW are you qualified to undertake this project?
  - Give an overview of the outline of the finished document/composition/lecture recital
6. An additional one-page *timetable*, providing completion dates for various stages of the project and for remaining degree requirements. Emphasize work to be completed during the fellowship semester.

**Evaluation Criteria (Additional materials, beyond those listed above, will not be considered):**

- quality and clarity of proposal,
- student record (GPA, DFs, courses taken, progress toward degree), and
- letters of recommendation.
- preference given to proposals that have already been accepted by the student's guidance committee