

**National Science Foundation (NSF) Fellowships
Checklist for How to Apply
Revised October 12, 2009**

NSF Program Solicitation:

Applications Deadlines:

11/2/09: Interdisciplinary Fields of Study
 11/4/09: Mathematical Sciences, Computer and Information Sciences and Engineering
 11/5/09: Social Sciences, Psychology, Geosciences
 11/6/09: Life Sciences
 11/10/09: Chemistry, Physics and Astronomy
 11/12/09: Engineering

NOTE: All must be submitted electronically by 5:00 p.m. submitter's time

Letters of Reference Deadline:

12/1/09 due by 5:00 p.m. submitter's time

Questions about the Application Process for the Graduate Research Fellowship Program

should be directed to:

GRF Operations Center
 Suite T-50
 1818 N Street, N.W.
 Washington, DC 20036-2479
 Phone: 866-NSF-GRFP (866-673-4737)

GRF Operations Center info@nsfgradfellows.org

How to Apply:

https://www.nsfgrfp.org/how_to_apply/application_materials

Activity	Notes
<p>I. Complete <i>Fastlane</i> Registration for NSF Graduate Research Fellowship Program: (GRFP) https://www.fastlane-beta.nsf.gov/grfp/Login.do Fastlane help desk: 1-800-673-6188 or fastlane@nsf.gov</p>	
<p>II. Official Transcripts (complete except for fall 2009; must arrive by field of study deadline listed above): GRF Operations Center Suite T-50 1818 N Street, N.W. Washington, DC 20036-2479 Phone: 866-NSF-GRFP (866-673-4737)</p>	

<p>III. Optional Graduate Record Examinations (GRE) Test Scores both General and Subject Test scores (Due 11/30/09) GRE scores for tests, taken between October 1, 2004 and November 30, 2009, may be reported <u>only</u> by using the application module.</p>	
<p>IV. Three Reference Letters writers should use letterhead and include:</p> <ul style="list-style-type: none"> • Name and title of reference writer • Representative Department, and Institution or Organization • Details describing nature of relationship with applicant • Comments on applicant’s potential and prior research experiences • Statements about applicant’s proposed research • Other info that evaluates the applicant based on NSF Merit Review Criteria of Intellectual Merit and Broader Impacts <p>Submitting Reference Letters: Enter name and email address of potential reference letter writers in the electronic application form. Each reference writer will receive an email with instructions on how to upload their letter for the student applicant on the fastlane application module.</p> <p>Deadline: 12/1/09 due by 5:00 p.m. submitter’s time</p> <p>Letters Content: Letters should address criteria for evaluation as much as possible: Intellectual Merit and Broader Impacts below.</p>	
<p>Three Essays (12 pt. Times New Roman font/1” margins/8/5 X 11 paper) Space limitation includes references, citations, charts, figures and images. Submit within the electronic application format.</p> <ol style="list-style-type: none"> 1) <u>Personal Statement (2 pages single spaced or greater)</u> <ul style="list-style-type: none"> • Why are you fascinated by your research area? • What examples of leadership skills and unique characteristics do you bring to your chosen field? • What personal and individual strengths do you have that make you a qualified applicant? • How will receiving the fellowship contribute to your career goals? 2) <u>Previous Research Experience (2 pages single spaced or greater)</u> <ul style="list-style-type: none"> • What are all of your applicable experiences? • For each experience, what were the key questions, methodology, findings, and conclusions? • Did you work in a team and/or independently? • How did you assist in the analysis of results? 3) <u>Proposed graduate Study (2 pages single spaced or greater)</u> <ul style="list-style-type: none"> • What issues in the scientific community are you most passionate about? • Do you possess the technical knowledge and skills necessary for conducting this work, or will you have sufficient mentoring and training to complete the study? • Is this plan feasible for the allotted time and institutional resources? • How will my research contribute to the "big picture" outside the academic context? • How can I draft a plan using the specified research proposal format? 	

Address the following **evaluation criteria** questions whenever possible, in essay narrative and letters of reference:

1. **Intellectual Merit**
 - a. How important is the proposed activity to advancing knowledge and understanding within its own field or across different fields?
 - b. How well qualified is the proposer (individual or team) to conduct the project? (If appropriate, the reviewer will comment on the quality of prior work.)
 - c. To what extent does the proposed activity suggest and explore creative, original, or potentially transformative concepts?
 - d. How well conceived and organized is the proposed activity?
 - e. Is there sufficient access to resources?
2. **Broader Impacts*** – Activities and projects that:
 - a. How well does the activity advance discovery and understanding while promoting teaching, training, and learning?
 - b. How well does the proposed activity broaden the participation of underrepresented groups (e.g., gender, ethnicity, disability, geographic, etc.)?
 - c. To what extent will it enhance the infrastructure for research and education, such as facilities, instrumentation, networks, and partnerships?
 - d. Will the results be disseminated broadly to enhance scientific and technological understanding?
 - e. What may be the benefits of the proposed activity to society?

Examples of Broader Impacts Activities:

<http://www.nsf.gov/pubs/2002/nsf022/bicexamples.pdf>