

Richter Fellowship Application Packet

SMU Honors Program

This packet includes: forms, sample budget, and fellowship description.

FOR MORE INFORMATION TO PLAN YOUR PROPOSAL, VISIT THE RICHTER WEBSITE
<http://www.smu.edu/Dedman/studentresources/universityhonors/richterfellowships>

Proposal

When preparing your proposal, keep the following points in mind:

- A. Explain specifically what you are planning to do, where you are going, and why you want to do your project.
- B. Do the background research. What are the resources available to you here on campus to help you prepare for your project? Have you consulted these resources? Where else might you find information to help you prepare for your project? Clearly cite all sources used in preparing your proposal. You may use any standard documentation method: footnotes, in-text documentation, or a works cited page.
- C.

Richter International Fellowship Application

University Honors Program

Application Due By mid October (Winter) or mid February (Summer)

Name: _____

Address: _____

Phone: _____ e-mail: _____

Present Class: _____ GPA: _____ Social Security # _____

Declared Major: _____ Advisor: _____

Title of Proposed Project: _____

Location of Proposed Project: _____

Have you ever been abroad or done independent research? If yes, please describe:

RECOMMENDATIONS

Name of Southern Methodist University faculty member who has read your proposal and agreed to supervise your project: _____

Name of another faculty member with whom you have discussed your proposal, knows you and can comment on your ability to carry out this project: _____

Name of faculty member who will evaluate your language skills: _____

WAIVERS

All students applying for a Richter Fellowship are required to complete the waivers below.

As a condition for consideration as a candidate for a Richter Fellowship, I agree to make available to the members of the Selection Committee information from both my student conduct history and my academic records. If selected for the Fellowship, I agree to make available to the members of the Committee financial aid information.

Name: _____ SSN: _____

Signature: _____ Date: _____

Under the provisions of the Family Educational Rights and Privacy Act of 1974, I waive my right of access to my recommendations and evaluations and understand that they will be used for the purpose for which they were prepared.

Yes () No ()

Signature: _____ Date: _____

John Doe
Paris, France
Sample Project Budget

Current Costs of round-trip airfare to Paris, France:

American Airlines	\$750.00		
Continental Airlines	\$760.00		
Delta Airlines	\$615.00		
Air France	\$812.00		
		Average Estimate	\$734.24

Hotel Accommodations for 49 nights, Student Travel Services:

Hôtel de Chaille	\$2700.00		
Grand Hôtel de Lorraine	\$2450.00		
Hôtel St-Jacques	\$2200.00		
Hôtel Montaigne	\$1998.00		
		Average Estimate	\$2337.00

Richter International Fellowship – University Honors Program

Faculty Evaluation Form

I. To be completed by the students:

Name: _____ Project Site: _____

Title of Project: _____

I waive my right of access to the information provided below and understand that it will be used for the purpose for which it was prepared.

Student Signature

Date

II. To be completed by a faculty member:

After discussing the project with the student, please evaluate:

Overall merit of the proposal:

Project topic:

Proposed methodology:

Suitability of the site:

Student's ability to conduct independent research:

Student's maturity and motivation to meet the challenges of research abroad:

Additional comments:

Have you read the written proposal? Yes_____ NoNo

Richter International Fellowship – University Honors Program

Language Evaluation Form

III. To be completed by the students:

Name: _____ Project Site: _____

Title of Project: _____

Courses taken in the language of project site: _____

How do you rate your own language skills: _____

I waive my right of access to the information provided below and understand that it will be used for the purpose for which it was prepared.

Student Signature

Date

IV. To be completed by a faculty member fluent in the language of the project site:

After discussing the project with the student, please evaluate:

Overall language skills of the student. Students must be able to communicate effectively in the language of the project site.

Student's maturity and motivation to meet the challenges of research abroad:

Additional comments:

Have you read the written proposal? Yes _____ No _____

Overall recommendation for Richter International Fellowship:

(Do not recommend) 1 2 3 4 5 (Highly Recommend)

Name (printed) _____