

# GRADUATE HERFF FELLOWSHIP APPLICATION

## HERFF COLLEGE OF ENGINEERING

Application Deadline is March 1

**DESCRIPTION:** The Herff Fellowship provides financial support to outstanding graduate students in the Herff College of Engineering to support their studies toward the MS or PhD degree. MS students are supported for a maximum of 3 semesters, and PhD students for a maximum of 5 semesters (excluding summers). The typical stipend is \$8500 per semester and is usually augmented by a tuition waiver and summer support. Applications are reviewed by a committee consisting of the graduate coordinators from the eligible departments within the college. Awards are granted to highly qualified applicants consistent with Herff College goals.

**DEADLINE:** Applications and letters of recommendation are to be emailed to [herffgradfellowapps@memphis.edu](mailto:herffgradfellowapps@memphis.edu) or mailed to the Director of Graduate Programs, Herff College of Engineering, Engineering Administration 201, University of Memphis, Memphis, TN 38152 and received no later than March 1 to be considered for the following academic year. The notification process will begin in April or earlier.

**EXPECTATIONS:** Candidates should define their research interests and identify their potential faculty advisor when applying for a Fellowship. International recipients must be present on campus two weeks before the start of classes to finalize the award. Domestic recipients must be present on campus one week before the start of classes to finalize the award. Recipients who miss these deadlines may forfeit the award for that semester and possibly the academic year. Specific duties of the student will be assigned by the Department Chairs in consultation with Herff College Administration and may include tutoring engineering students or laboratory instruction.

**LETTERS OF RECOMMENDATION:** Two or more letters of recommendation are to be submitted using the following email [herffgradfellowapps@memphis.edu](mailto:herffgradfellowapps@memphis.edu). Students who have already applied for admission may use the same letters they submitted for admission.

**CRITERIA FOR AWARDING FELLOWSHIPS:** A successful candidate must:

- Be admitted to a master's or doctoral graduate program in the Herff College of Engineering;
- Identify a faculty advisor and research interest for their graduate studies at The University of Memphis;
- Possess appropriate oral and written communication skills as evidenced by test scores and publications;
- Demonstrate potential for success in the graduate program and the engineering profession through past honors/awards, test scores, leadership roles, publications and professional experience.

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NAME \_\_\_\_\_ DEGREE SOUGHT: MS  PHD

ADDRESS \_\_\_\_\_

E-MAIL: \_\_\_\_\_ TELEPHONE \_\_\_\_\_

HAVE YOU APPLIED FOR ADMISSION TO THE GRADUATE SCHOOL? YES  NO  IF YES, WHEN: \_\_\_\_\_

HAVE YOU PREVIOUSLY RECEIVED A HERFF GRADUATE FELLOWSHIP? YES  NO  IF YES, WHEN: \_\_\_\_\_

DEPARTMENT: CIVIL  ELECTRICAL/COMPUTER  MECHANICAL  BIOMEDICAL

PROPOSED MAJOR ADVISOR: \_\_\_\_\_ RESEARCH AREA: \_\_\_\_\_

GRE VERBAL: \_\_\_\_\_ GRE QUANTITATIVE: \_\_\_\_\_ GRE ANALYTIC: \_\_\_\_\_ TOEFL/IELTS: \_\_\_\_\_

UNDERGRADUATE INSTITUTION: \_\_\_\_\_ GPA: \_\_\_\_\_

GRADUATION DATE: \_\_\_\_\_ MAJOR: \_\_\_\_\_

GRADUATE INSTITUTION: \_\_\_\_\_ GPA: \_\_\_\_\_

GRADUATION DATE: \_\_\_\_\_ MAJOR: \_\_\_\_\_

HONORS/AWARDS: \_\_\_\_\_

LEADERSHIP IN ORGANIZATIONS/SOCIETIES: \_\_\_\_\_

PUBLICATION SUMMARY: **(please also attach a current resume or CV)** \_\_\_\_\_

PROFESSIONAL EXPERIENCE: \_\_\_\_\_

U.S. CITIZEN: YES  NO  IF NO, INDICATE YOUR VISA STATUS: \_\_\_\_\_

**SUBMIT THIS FORM AND TWO (2) LETTERS OF RECOMMENDATION TO:**

[herffgradfellowapps@memphis.edu](mailto:herffgradfellowapps@memphis.edu)  
DIRECTOR OF GRADUATE PROGRAMS  
HERFF COLLEGE OF ENGINEERING  
ENGINEERING ADMINISTRATION 201  
THE UNIVERSITY OF MEMPHIS  
MEMPHIS, TN 38152