



## RICHTER RESEARCH FELLOWSHIPS

INDEPENDENT RESEARCH FOR UNIVERSITY HONORS STUDENTS

### APPLICATION GUIDELINES

The Richter Research Fellowship Program is funded by the Paul K. and Evalyn E. Cook Richter Memorial Funds and is available to University Honors Program students who are in good standing and have completed their first two years at SMU. The grants are designed to allow recipients, known as Richter Fellows, to conduct independent research anywhere inside the United States or abroad. There are no limitations on the topic selected—it may be within our without one's chosen major field of study, and multicultural and/or international work is encouraged. SMU is only one of 12 private universities in the United States awarded these fellowships.

Richter Fellows receive funding to conduct research projects of one to three months—generally over the winter or summer break. Upon returning, students submit a detailed overview of their research findings, are asked to present their findings to the SMU community, and following feedback from the UHP Director and the chosen Faculty sponsor, a final draft before the end of the semester following their research. Richter Fellows are encouraged and assisted in seeking publication for their work, or submission to a scholarly conference in the appropriate field. Concluding the end of the Richter Fellow's year of activity, the Selection Committee that originally chose the student to receive the award, will review the final research paper or product. It is possible, but not required that a Richter Fellow combine the fellowship with an independent study, or senior honors or departmental distinction thesis. Although there is no formal maximum fellowship amount, it is rare for an individual award to be above \$6,000.

Selection of the Richter Fellows is conducted by a committee of faculty and former Richter fellows chaired by the UHP Director. Applicants are asked to

submit an application, which will include a proposal describing the project, its purpose, how it will be carried out, and its location. A preliminary bibliography; letter or recommendation from an SMU Faculty member who has helped to shape, and has read the proposal; a language evaluation form (if the location warrants it); and an itemized budget are also required. Applications are reviewed twice each academic year: in mid October (for winter break projects), and mid February (for summer).

Students interested in the Richter Research Fellowship should contact the Director of the University Honors Program, Dr. David D. Doyle, Jr., for further information.

### **CHECK LIST FOR RICHTER FELLOW APPLICATION:**

#### *Eligibility:*

- =In Good Standing, ie: making appropriate progress toward the UHP degree, in the University Honors Program.
- =Has finished his/her second year at SMU
- =A grade point average of 3.3 or higher (the UHP requirement)
- =Joint projects are acceptable as long as each member of the project meets the qualifications

#### *Required for the Application:*

- =A Richter Application form
- =A formal typed proposal of 5 to 15 pages describing the project, its methodology, significance, and location. The proposal will also include the necessary background or context on the topic to be studied – in other words, what scholarly conversation will your project be part of, and how will it contribute?
- =A recent unofficial SMU transcript (Degree Progress Report)
- =A written Recommendation letter from an SMU Faculty member who has assisted in shaping the project, read the final proposal, and agrees to read the final, finished product.
- =If necessary, a Language Evaluation Form completed by an appropriate faculty member at SMU.
- =An established list of germane local individuals already contacted. As the time of the research trip is generally short, these contacts need to be established beforehand.
- =A detailed itinerary and itemized budget. Exactly how will the money you have requested be used?