

MRIC OUTSTANDING GRADUATE STUDENT AWARD (MRIC-OGSA) **NOMINATION INSTRUCTIONS**

I. General Instructions for Applicants

A. Eligibility Requirements

1. Candidates will be preferably within their second to the fifth year of graduate work at CMRC (predoctoral candidates only).
2. A complete application must be received by the application deadline in order to be considered for the award in the next calendar year (see Section I, part C below for more details).
3. The candidate must be nominated by his or her supervising CMRC faculty member or under exceptional circumstances a thesis committee member. There can be only one nomination per PI laboratory.
4. One awardee will be selected per year and receive \$5,000 prize for the support of their research, including lab reagents, computers, attendance at scientific conferences.

B. Application and Support Materials

Applications will be evaluated competitively, with an emphasis on scholastic achievement at the highest level; innovative research ideas; high productivity; extramural funding; active participation in the CMRC research training program.

Completed applications with all required supporting materials include five separate sections compiled into a single PDF file:

1. MRIC Outstanding Graduate Student Award Nomination Form (Cover Page)
2. A two-page description of the trainee's research project written by them and not their advisor
3. Trainee's current CV including publications and presentations
4. Letter of nomination from the trainee's advisor/mentor
5. Letter of recommendation from another faculty member who is very well acquainted with the trainee's research program

Note: Applications that are not filled out completely, do not have all supporting materials, or are turned in after the specified deadline may not receive full consideration.

C. Deadlines and Submission

Nominations are due on **December 15, 2011**. The review will be completed by early **January 2012**.

After completing the application form, please be sure to “Save As” a single PDF file with your name in the title (NomineesLastName_AdvisorsLastName_OGSA_Year). Applications should be emailed to the office of Dr. Hans-Georg Simon, in care of Peg Rainey, at prainey@childrensmemorial.org.

Include “MRIC Outstanding Graduate Student Nomination” in your subject heading. *In addition, please submit an original hard copy of your application with all supporting documents to Peg Rainey, C.113.*

II. Specific Instructions

Specific Instructions on Supporting Materials

A. Selection Process

The selection committee will be appointed by the President and Scientific Director, CMRC and will consist of the OGSA program directors and one MRIC member.

B. Nomination Letter from Advisor or Thesis Committee Member

The mentor is encouraged to explain the graduate student’s role in the laboratory, scientific contributions to the lab since arrival and specific scientific accomplishments to date. The mentor should discuss any service roles held at Children’s Memorial Research Center (i.e. Biomedical Research Symposium Committee, Travel Award Committee, etc.).

C. Recommendation Letter from Another Faculty Member, e.g. typically Thesis Committee Member

The faculty member should provide a broader perspective of the graduate student, his/her performance at committee meetings, academic potential, and strength of the candidate, etc.

D. Description of Student’s Research Project

A brief description (not to exceed two pages, Font Arial 11 point; 0.5" margins, single-spaced) of the student’s research project. The plan should include background, hypothesis/question, data/findings, conclusions & significance. If the project entails collaborative work, the student should explain his/her significant contributions and the contributions of others.

E. Criteria for evaluation

Decisions will be made by the OGSA committee based on the following criteria:

- Scholastic achievement at the highest level
- Innovative research ideas
- High productivity
- Extramural funding
- Active participation in the CMRC research training program