BRADLEY UNIVERSITY
THE GRADUATE SCHOOL
DOC.NO: JUN2015-01

UPDATED ON: 12<sup>TH</sup> NOVEMBER 2015

# CATERPILLAR MASTER'S FELLOWSHIP CRITERIA AND ELIGIBILITY

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## **CATERPILLAR MASTER'S FELLOWSHIP**

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Effective Date: Fall 2015

Caterpillar Master's Fellowships are awarded to outstanding students who have demonstrated superior academic achievement, and are committed to research and creative production at Bradley University.

# **Eligibility Criteria:**

- Fellowship applicants must be full-time graduate students enrolled in a master's program or undergraduate students in their senior year who will be continuing in a master's program at Bradley University.
- Fellowship applicants must have completed or are in a process of completing a minimum of 6 credit hours at the graduate level or be in their last semester as an undergraduate student at Bradley University.
- Fellowship applicants must possess an overall minimum grade point average of 3.50 on a 4.0 point scale for current graduate students or the last 60 undergraduate hours for new graduate students.
- Fellowship applicants must be physically on campus for the length of the fellowship and must not be involved in CPT/OPT or an internship.
- Each graduate faculty sponsor is limited to one application per semester for Caterpillar Master's Fellowships.
- Fellowship applicants must have at least 12 months to complete the master's degree program and present their work at the Student Research Expo in April.
- Students must be involved in research work or creative production with a graduate faculty member.

#### **Required Documents:**

- Application: Download the Caterpillar Master's Fellowship Application (pdf) from the Graduate School website
- Research proposal
- Submit two letters of recommendation
  - Recommendation from the graduate faculty sponsor (with whom research work is planned)
  - Recommendation from the program coordinator (if research is performed under program coordinator, then we require one recommendation) or advisor

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- Gantt chart or Research proposal timelines with potential outcomes (i.e., publications, presentations etc.)
- Resume

# **Application Timeline:**

To be considered, students must complete the Caterpillar Master's Fellowship Application form and submit their completed application and supporting materials to the Graduate School by November 15<sup>th</sup> for Fall applicants (to be awarded in following Spring semester) and April 15<sup>th</sup> for Spring applicants (to be awarded in following Fall semester).

## **Selection Process:**

The Fellowship selection process will be coordinated by the graduate school at Bradley University in accordance with the guidelines outlined in this Fellowship description. A committee comprised of representatives from each college will screen the applications.

The Fellowship qualifies students for 100% of tuition aid up to 21 semester hours for the academic year and a stipend.

#### **Fellowship Renewal:**

Any student who is awarded a Caterpillar Master's Fellowship must apply for renewal of the fellowship in their second year of study. Students who want to renew their Caterpillar Master's Fellowships must have a letter of support from their graduate faculty sponsor to be considered for a second Caterpillar Master's Fellowship. In addition, the student also needs to write a letter explaining what they did the previous year and what they will be doing in the future year if they are awarded a second Caterpillar Master's Fellowship. These two items will be considered with the rest of the applications.

Students also need to present at the Graduate Student Expo in April as part of the requirements of the Caterpillar Master's Fellowship.

This is a competitive process and just because a student previously received a Caterpillar Master's Fellowship does not mean they will automatically receive funding

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for a second year. While Fellowship renewal is not guaranteed, it is likely that awards will continue each year as long as the student meets the eligibility criteria. The Caterpillar Fellowship can only be renewed once.

## RECIPIENTS MUST REAPPLY EVERY YEAR!