

University of Tennessee Humanities Center (hereafter UTHC)

Application for Graduate Student Fellowship

1. Cover page:

(A) Include a cover page with your application. The page should list your name, department, year in the program, prospective title of your dissertation, email address, year for which you are applying to be resident in the Center and your major advisor's name.

(B) Applicants must be full-time graduate students at the University of Tennessee who have completed all the requirements for the PhD, e.g., coursework, comprehensive and language exams save writing the PhD dissertation. We expect that every successful applicant will complete writing the dissertation no later than 31 August of the following calendar year.

2. Letters of Support:

(A) Provide a letter from your department head stating that you will be excused from all teaching for the semester in the academic year which you are seeking the fellowship from the UTHC.

(B) Please provide a letter of recommendation from your PhD dissertation director (submitted separately by PhD director), indicating their belief that the dissertation will be finished during the period of your residence in the UTHC.

3. Your application should include a two-page CV.

4. **External Fellowships.** If you have applied for any external funding (within or outside the university) during your time at the University of Tennessee, please state where and for what purpose.

- 5. Application Requirements.** Your application should detail your proposed dissertation project and state how the time at the UTHC will lead to its completion. Your application should provide an intellectual justification for your project, and it should not assume specialized knowledge and should be free of technical terms and jargon. The narrative part of your application must not exceed five (5) typed pages in 12 point Times New Roman and should be double-spaced. Your application may include a one-page single-spaced bibliography; and lastly, a timetable detailing your expected progress during the academic year you are in residence in the UTHC. An appendix can be used if you have need to illustrate a translation project or artwork. External examiners will review all applications.
- 6. Residence in UTHC.** All successful applicants will be provided with a private office, and will be required to work daily in the personal office provided in the UTHC during the length of the tenure of their fellowship. The UTHC Fellowship includes a tuition waiver.
- 7. Faculty Seminars.** All successful applicants will be encouraged to sit in on one of the ongoing faculty seminars being held in the UTHC, if appropriate to your subject. Each fellow will make a public presentation of their research during the year of their residency. The time and date of their presentation will be decided during their stay.
- 8. Deadlines.** All completed applications must be received electronically in the UTHC office by the close of the workday December 1 (or the subsequent workday if this date is a holiday or on a weekend) of the current calendar year; and applicants will be notified the second week in February of the following calendar year. **Late applications and incomplete applications (e.g., lacking some aspect of the requirements) will not be considered.**
- 9. Address.** Please send all applications electronically as attachments to Dr. Amy Elias, Director of The University of Tennessee Humanities Center at humanitiesctr@utk.edu.