**Reynolds 2023 Doctoral Scholarship Award**

**Checklist**

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| **Data Sheet** | * Basic identifying information. * Provide both your primary and secondary e-mail addresses. |
| **Professional Development Plan for Scholarship Period**   * **12 point Arial font.** * **1 inch margins.** * **5-7 pages double spaced.** | Professional development plan must include:   * Introduction tracing your personal and professional interest in geriatric nursing (500 words or less). * Summary of any previous geriatric or research training and experience. * Proposed research and leadership goals for the Reynolds Scholarship award timeframe (24 months). * Anticipated research and leadership competencies to be attained during the award timeframe. * An identified Reynolds Scholarship mentor with rationale that their background is appropriate for the applicant’s research focus (see list of Reynolds Scholarship Mentors). * Long-term (10 – 15 years) plans. “Where do you see yourself in 15 years?”   **Scholars are expected to devote full time (minimum of 40 hours/week) to their PhD Studies, professional development plan and research.**   Scholars are not permitted to work more than .5FTE during the Scholarship period. **Where some work activities are to be undertaken during the scholarship period, they must be carefully and fully described in the application.** |

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| **Letter of Commitment from the Mentor Including Mentor’s 4-page NIH Format Bio-sketch**   * **No specific format required for this letter.** * **Letter should be addressed to the PhD Director, Dr. Emily Jones.** * **Letter must be received by the due date for the Reynolds Scholarship application.** | * A letter from the Reynolds Scholarship mentor who agrees to support and advise the applicant in implementing the scholarship development plan. * Letter should include a detailed proposal for involvement in the applicant's professional development; activities planned to develop the applicant’s competencies in research and leadership; and strategies to help the applicant form linkages with relevant colleagues and institutions. * Include each mentor's NIH-formatted 4-page bio-sketch. * The Reynolds Scholarship Selection Committee reserves the right to contact the mentor for additional information. |
| **Letter of Commitment from Employing Agency (if applicable)**   * **No specific format required for this letter.** * **Letter should be addressed to the PhD Director, Dr. Emily Jones.** * **Letter must be received by the due date for the Reynolds Scholarship application.** | * If applicant plans to work during the Scholarship period, the employer must provide a letter describing sufficient release time to allow full time commitment to the Scholarship program. * Scholars are not permitted to work more than .5FTE (half time) during the Scholarship period. See Professional Development Plan for more information. |
| **Applicant’s Curriculum Vitae** | * Include current document that includes education, professional experience, research, publications, special achievements, and professional service activities. |

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| **Academic Transcripts**  **IF the applicant is applying to the OU PhD in Nursing program, the Reynolds Scholarship Selection Committee will review transcripts that are submitted with the PhD Admission Application. No transcripts are included in this Scholarship application.**  **IF the applicant is currently enrolled in the OU PhD in Nursing program, include with this application an official OU transcript that incorporates all classes to date.** | * Official transcripts from all post-secondary education institutions. |
| **References**  **If you are applying to the OU PhD in Nursing program, the Reynolds Scholarship Selection Committee will retrieve and review the three letters of reference submitted with the PhD application.**   * **These letters are NOT included in this application.** * **Letters must be received by the due date for the Reynolds Scholarship application.**   **If you are an already-enrolled doctoral student in the OU PhD in Nursing program, you MUST submit three new references in support of this scholarship application. No specific format is required for this letter.**   * **Letter should be addressed to the PhD Director, Dr. Emily Jones.** * **Letters must be received by the due date for the Reynolds Scholarship application.** | * The three reference letters will be reviewed with interest in potential of the applicant to complete the program and specific evidence of the applicant’s potential for academic and professional leadership in the field. |