

# ROBERT C. HILLESTAD FELLOWSHIP: OUTSTANDING GRADUATE STUDENT IN THE STUDY OF HISTORIC TEXTILES OR COSTUME; SUSTAINABLE, UNIVERSAL OR FUNCTIONAL DESIGN AWARD



**CATEGORY:** Graduate – Masters and Doctoral Students

**AWARD:** \$3,000 for up to Three Outstanding Graduate Students in the Study of Historic Textiles or Costume; Sustainable, Universal or Functional Design

**SUBMISSION DEADLINE:** June 1

## **ABOUT ROBERT C. HILLESTAD:**

The endowment for this fellowship has been made possible by donations from Robert C. Hillestad, Professor Emeritus at the University of Nebraska. In addition to being named an ITAA Fellow in 1989, he was honored by the Association as recipient of the Distinguished Scholar Lecture Award in 1992 and the QST Commemorative Lecture Award in 1996.

## **FELLOWSHIP INFORMATION/CRITERIA:**

- Students can win the award once as a masters student and once as a doctoral student. Therefore, if a student has received the award in the past at his or her current level, he or she may not reapply.
- Fellowship selection criteria includes:
  - (1) Enrollment in the master or doctoral program at the degree granting institution for the complete academic year of funding. The applicant has applied and been accepted in a master or doctoral program in an ITAA member program (one that includes the disciplines of textiles, apparel, and/or merchandising) at the time of application package submission.
  - (2) Thesis or dissertation research area in historic textiles or historic costume has been established, and the advisor and thesis/dissertation committee have been identified and formed at the time of application package submission.
  - (3) Professional experience in and contributions to the textiles and apparel profession, including graduate student membership in ITAA at the time of application package submission.
  - (4) Potential for future contributions to and leadership in the textiles and apparel profession.
  - (5) Academically sound background and high level of scholarship with a balance of study in textiles, apparel, and supporting disciplines.
  - (6) Aptitude for advanced study and research.
  - (7) Merit of the research problem.
  - (8) Completed application package for the Robert C. Hillestad Fellowship: Outstanding Graduate Student in the Study of Historic Textiles or Costume Award (submission deadline July 1).
- Doctoral students applying for the Robert C. Hillestad Fellowship: Outstanding Graduate Student in the Study of Historic Textiles or Costume Award will automatically be considered for the Joan Laughlin Fellowship (if available) and Lois Dickey Fellowship (if available), but may receive only one.
- The Student Fellowships and Awards Committee will review the completed application packages and determine the recipient after July 1. All applicants will be notified of the Committee's decision as soon as possible. Awardees must notify the ITAA office of acceptance and supply the ITAA office with a digital photograph (300 dpi) by September 1.

## **SUBMISSION PROCEDURE:**

Graduate students, who meet all of the above fellowship selection criteria, adhere to the required submission deadline, and submit a complete application package, will be considered for this fellowship. The application package for the Robert C. Hillestad Fellowship: Outstanding Graduate Student in the Study of Historic Textiles or Costume; Sustainable, Universal or Functional Design Award must include all of the following requirements for consideration (incomplete or late submissions will not be considered):

- (1) Completed application form.
- (2) Two letters of recommendation (these may include your major advisor and/or a person under whom you have worked directly). At least one letter must be written by a current ITAA professional member (individuals with an advanced degree in textiles and apparel or a related discipline, employed at a college or university, and involved

in education, scholarship, or outreach) or emeritus member (individuals who are retired and have a minimum of seven years of ITAA membership in the professional category). Letters must be on official letterhead, signed, and address the following: (a) how long the referee has known the applicant and in what capacity, and the applicant's

(b) academic and leadership abilities, (c) personal characteristics, (d) extracurricular and community involvement, (e) professional goals, and (f) potential for future contributions to the textiles and apparel profession. If students are applying for multiple graduate awards, the same recommendation letters may be reused and submitted for each award (letter requirements are the same for all graduate awards). Please advise the people writing letters on your behalf as to which award(s) you are applying to, so that they may include the award title(s) in their letter.

- (3) Transcripts (unofficial is acceptable) from all institutions of matriculation (i.e., Bachelor's degree and graduate work).
- (4) Description of research topic:
  - A. If the research topic has been approved by the thesis/dissertation committee members, then the applicant must provide one of the following:
    - A graduate school form with the appropriate signatures; OR
    - \*A signed letter on department letterhead from the thesis/dissertation advisor/committee chair, which states and explains the approved research topic.
  - B. If the research topic has not been approved by the thesis/dissertation committee and/or submitted to the graduate school, then the applicant must write a brief synopsis/abstract (500 words or less) of their research topic intentions. The brief synopsis/abstract must include the following:
    - The intended topic;
    - Type of study (qualitative or quantitative);
    - Method(s) for data collection;
    - Possible/intended means of analyzing data; and
    - Signature of the thesis/dissertation advisor/committee chair.
- (5) Proof of formation of thesis/dissertation committee via one of the following:
  - A. A department/graduate school committee form, which provides committee member names and their roles; OR
  - B. \*A signed letter on department letterhead from the thesis/dissertation advisor/committee chair stating (1) that the advisory committee has been formed and (2) the committee member names and their roles.

*\*If you opt to have your thesis/dissertation advisor/committee chair write letters regarding the description of the research topic and proof of formation of the thesis/dissertation committee, the two letters may be combined as long as the requirements for each letter are included in one letter. This will alleviate time and work for your thesis/dissertation advisor/committee chair.*

The applicant/submitter is responsible for completing, obtaining, and providing all of the above fellowship requirements as a complete application package. **The above fellowship requirements must be combined (a complete application package) and saved into one basic Adobe Acrobat PDF file (PDF Portfolios will not be accepted).** The PDF file should be named as follows: RHillestad-Applicant Name. Finally, the PDF file should be uploaded by **July 1** using the submission link via the ITAA website.

***In order to complete and electronically sign the application, you must download the application and save it to your computer or external device.***

(mm/dd/yyyy; e.g., 05/01/2018)