

GRADUATE FELLOWSHIP APPLICATION

SUBMISSION DEADLINE: JUNE 1

- The application form must be typed. After downloading and saving to your computer or external device, please type your information into the fields.
- Any submission that does not follow the application and/or submission guidelines (or late/incomplete submissions) will not be considered for the award.

SECTION ONE: APPLICANT INFORMATION

Name: _____ Telephone: _____
(Including Area Code)

School Email: _____ Alternate Email: _____

Present Address: Street _____ City _____ State _____ Zip _____

Permanent Address: Street _____ City _____ State _____ Zip _____

SECTION TWO: INSTITUTIONS ATTENDED & DEGREES SOUGHT/EARNED

List in reverse chronological order (most recent first) and list each degree sought separately.

University or College & Location (City & State)	Dates Attended (Terms & Years)	Major / Area of Study	Degree Sought (Ph.D.; M.S.; M.A.; M.B.A.; M.Ed.; M.F.A.; M.P.S.; M.R.; B.S.; B.A.; B.F.A.; Associates; General Studies)	Degree Earned (Yes; No; In Progress)	Cumulative GPA (e.g., 3.85 / 4.0)

What is the degree title that you are currently seeking (i.e., what will be listed on your diploma)? For many institutions, this is dependent upon the department or college/school that your area of study/concentration is housed in. For example, (1) Historic and Cultural Aspects of Dress and Textiles (focus area), M.S. in Consumer, Apparel, and Retail Studies (diploma) and (2) Design, Housing and Merchandising (specialization), Ph.D. in Human Sciences (diploma). If you are unsure, please check with your department.

How many credit hours toward graduation do you have remaining? _____ Hours _____ System (Semester or Quarter)

Expected Graduation: Term _____ Year _____

SECTION SIX: PROFESSIONAL / CAREER GOALS STATEMENT (20 POINTS)

In the text box below and on the following page, provide a brief summary of your professional goals, including objectives for advanced study and how receipt of the award will help you to contribute to the textiles and apparel profession. ***If your statement exceeds the space provided in the first text box below, and you need the space provided in the second text box (on page 11), then you will need to manually click in the second text box on page 11 to continue typing. Altogether, your statement cannot exceed the space provided within the two text boxes.***

SECTION SIX: PROFESSIONAL / CAREER GOALS STATEMENT (CONTINUED IF NEEDED)

Empty text box for writing the Professional / Career Goals Statement.

SECTION SEVEN: TWO LETTERS OF RECOMMENDATION (20 POINTS)

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.

SECTION EIGHT: TRANSCRIPTS (10 POINTS)

You must obtain and provide transcripts (unofficial is acceptable) from all institutions of matriculation (i.e., Bachelor's degree and graduate work).

SECTION NINE: DESCRIPTION OF RESEARCH TOPIC - Not necessary for Kitty Dickerson or Sara Douglas awards

- A. If the research topic has been approved by the 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 dissertation advisor/committee chair, which states and explains the approved research topic.
- B. If the research topic has not been approved by the 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 dissertation advisor/committee chair.

SECTION TEN: PROOF OF FORMATION OF DISSERTATION COMMITTEE

Not necessary for Kitty Dickerson, Sara Douglas, Oris Glisson, or Majorie Joseph Awards.

- 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 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 dissertation advisor/committee chair write letters regarding the description of the research topic and proof of formation of the 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 dissertation advisor/committee chair.*

CERTIFICATION:

I certify/understand the following (please check each box):

I have never received the specific Graduate Fellowships for which I am applying previously, unless allowed.

If I am the recipient of the Graduate Fellowship for which I am applying, I certify that I will be enrolled for the complete academic year of funding.

I am an ITAA graduate student member.

I agree to notify the chairperson of the ITAA Student Fellowships and Awards Committee of any change in information provided in this application. I also agree to notify the chairperson as soon as possible if I accept a similar award (either cash, fee waiver, etc.) for the same academic year.

I certify that the information provided in this application is complete and accurate to the best of my knowledge.

APPLICATION CHECKLIST (PLEASE CHECK EACH BOX BELOW TO VERIFY THAT YOUR APPLICATION PACKAGE IS COMPLETE):

Completed and signed application form (Sections 1 – 6). Upload to Submission Portal

Two letters of recommendation (Section 7). Separate Upload Required

Transcripts (Section 8). Separate Upload Required

Description of research (Section 9). Separate Upload Required

Proof of formation of advisory committee (Section 10). Separate Upload Required

SIGNATURE OF APPLICANT: _____ **DATE:** _____

(You may sign by hand or electronically. In order to electronically sign, the document must be saved to your computer or external device.) (m/dd/yyyy; e.g., 05/01/2024)