

Hugh Hawkins Research Fellowship Application

PERSONAL INFORMATION

LAST NAME:

FIRST NAME:

JHED ID:

EMAIL ADDRESS:

PHONE NUMBER:

JHU SCHOOL (NURSING,
PEABODY, ARTS & SCIENCES,
ETC):

MAJOR(S):

MINOR(S):

EXPECTED YEAR OF
GRADUATION:

PROJECT INFORMATION

PROJECT TITLE:

PROPOSED PROJECT TOPIC
(limit to 100 words):

FACULTY MENTOR:

FACULTY MENTOR
DEPARTMENT:

FACULTY MENTOR EMAIL:

ARCHIVIST MENTOR:

ARCHIVIST MENTOR EMAIL:

RESEARCH PROPOSAL

Please attach with a completed copy of this application form a 2-3 page Word or PDF proposal describing your intended research and why you feel qualified to pursue it. Your research proposal should include the following:

- A description of the ideas, questions, or problems that guide your project.
 - The specific topic and library collection(s) to be explored (be very specific, consult with faculty and archivist mentors in advance about reasonably narrowing down a corpus of primary research materials available at Johns Hopkins). Please also note other planned research gathering activities (e.g. interviews, research at other institutions).
 - Your timeline for completion of the project.
 - Expected outcome of the project (research paper, online resource, etc.).
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RESUME/CV

Please attach an updated resume or CV to your application e-mail.

FACULTY LETTER OF RECOMMENDATION

A letter of recommendation in Word or PDF format should also be sent directly from your Faculty Mentor to the Hopkins Retrospective Program Manager, at hopkinsretro@jhu.edu. Please instruct your mentor to put your last name and the word "Reference" in the subject line. Letters are due no later than March 9, 2020, by 11:59 pm. Letter writers should address the following in their recommendations:

- How long and in what capacity you have known the student?
 - What are the student's academic strengths, qualifications, and ability to conduct independent research?
 - Please comment on the student's ability to ethically handle any privacy concerns that may come up, should they propose a topic that may require access to Protected Health Information or other confidential student/personnel information.
 - Are you available to consult with the student on their research progress (preferably in person, but phone/Skype/email is also an option) during the proposed fellowship period?
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APPLICATION SUBMISSION AND NOTIFICATION

Send your complete Hugh Hawkins Research Fellowship application directly by e-mail to the Hopkins Retrospective Program Manager, at hopkinsretro@jhu.edu, no later than March 9, 2020, by 11:59 pm, with the subject: "Hugh Hawkins Fellowship Application."

Attach the following application items: (1) this completed **application** form containing personal information and project information; (2) a 2-3 page research **proposal** as a Word or PDF document; and (3) an updated **resume** or CV. Your application will only be considered complete only when all three of these items and your Faculty Mentor **letter of recommendation** have arrived by the application deadline. Applicants will be notified of the results of their applications during the week of March 30, 2020.