

WHITTIER COLLEGE
MELLON MAYS UNDERGRADUATE FELLOWSHIP
STUDENT CONTRACT

Dear Mellon Mays Fellow:

In accepting our offer to become a member of the Mellon Mays Fellowship through Whittier College, you have read, and agreed to abide by the below stated requirements. If you fail to meet the requirements it will result in possible loss of your stipend, and possible dismissal from the program.

MMUF Fellow Requirements:

1. Maintain a minimum GPA of 3.2 every semester.
2. Complete and submit an annual online survey to the Mellon Foundation.
3. Conduct an individual research project under the guidance of an MMUF Faculty Mentor. Guided research is the foundation of MMUF and provides the opportunity to prepare for advanced scholarly work.
4. Create and update a Research Timeline that will be an overview of your research from the start to the completion of your research project.
5. Submit research timelines twice a semester, signed by the mentor reporting on the progress that has occurred. Progress reports are due on the day your stipend is to be released to you. It is the Fellow's responsibility to develop and submit a signed (signed by their MMUF Faculty Mentor) progress report.
6. Submit grade progress reports twice a semester, signed by each and every professor for the courses you are taking. Equally, you will submit an unofficial transcript at the start of each new semester.
7. Submit a complete Research Project (written and presentation) at the completion of the two-year fellowship.
8. Attend all MMUF required/mandatory meetings including but not limited to:
 - 4 week summer **on campus residency** research program – 2 summers
 - Biweekly meetings with the program coordinators
 - West Coast Conference (**will require travel**)
 - SCCUR Conference (**will require travel**)
 - URSCA Conference
 - CUR, NCUR, and Field Specific Conferences (**will require travel**)
 - Family Dinner
 - Recruitment Sessions
9. Attend regular meetings with your MMUF Faculty Mentor (weekly or biweekly)
10. Submit your research project for review and publication to the MMUF Journal.
11. Take the GRE exam no later than August 31st of your graduating year from Whittier College.
12. Within one year of graduating from Whittier College you must submit a plan for graduate school— identify schools, identify who will submit letters of recommendation, etc.
13. Complete the paperwork for the Social Science Research Council.
14. Complete the loan forgiveness paperwork and submit to program coordinators.
15. Complete an exit interview and survey with program coordinators.

I agree to abide by the 15 requirements and understand if I do not fulfill all requirements I could lose all or a portion of my stipend and also be dismissed from the program.

Print Name: _____ Date: _____

Signature: _____