

WHITTIER COLLEGE
STANDIFORD FELLOWSHIP
STUDENT CONTRACT

Dear Standiford Fellow:

In accepting our offer of receiving a Standiford Fellowship, you have read and agreed to abide by the below stated requirements. If you fail to meet the requirements it will result in the possible loss of your stipend, and or possible dismissal from the fellowship.

Standiford Fellow Requirements:

1. Conduct a faculty or staff member guided creative writing project or unpaid internship.
2. Attend all required/mandatory meetings including but not limited to:
 - Weekly or biweekly meetings with your internship or faculty-project mentor
 - Fall term SCCUR Conference (**will require travel**)
 - Spring term URSCA Conference
 - Recruitment Sessions
 - Spring Scholarship and Fellowship Luncheon (when applicable)
3. Submit a complete project (written and public presentation) at the completion of your fellowship.
4. Understand that the \$6000.00 fellowship will be distributed over three summer stipend distributions. The last stipend will be distributed at the completion of the project and its public presentation.
5. Understand that upon completion of your project you will receive an academic stipend of \$1000.00 to be used to pay down your tuition or student loans.
6. Understand that upon completion of your project your internship or faculty-project mentor will receive a mentor award of \$500.00.

Research Ethics & Safety Compliance Notice: Please be aware that your mentee's proposed project must adhere to Whittier College policies addressing research ethics and safety compliance. If the student's project is awarded and involves human subjects, vertebrate animals, hazardous materials, infectious agents, recombinant DNA, or genetically altered organisms, it may require institutional approval before fellowship funds can be disbursed. Please familiarize yourself in advance with the policies and procedures so that you can guide your mentee accordingly (website: <https://www.whittier.edu/academics/researchethics>). Pay special attention to compliance committee deadlines and assist your mentee in planning an alternate approach in the event the project is not approved.

I agree to abide by the six 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. I have also read and understand the Research Ethics & Safety Compliance Notice.

Fellow Name: _____ Date: _____

Fellow Signature: _____ Date: _____