

**Departmental Checklist
To Be Attached By Department to all Folders
International Dissertation Semester Research Fellowship
2010-2011**

Name: _____

Department: _____ SS# _____

Student admitted to candidacy: _____

Completed all degree requirements except the dissertation by start of this fellowship: _____

Student application: _____

Description of dissertation work to be undertaken (no more than four pages, double space, font size 12) from the applicant: _____

Timetable for completion of degree: _____

Currently enrolled: _____

FSU transcripts enclosed: _____

Graduate GPA **confirmed by department**: GPA _____

Two Letters of Recommendation: _____

(One letter from major professor and one letter from faculty)

Note: Folders must contain all necessary materials (departmental checklist, application, student's dissertation description, timetable for degree, transcript, two letters of recommendation, and endorsement signature.

Student Signature

Endorsement Signature:

Department Chair and/or Dean

International Dissertation Semester Research Fellowship application materials must be set up as follows:

Stapled on left side of folder:

Department checklist

Stapled on right side of folder:

Application

Dissertation description

Timetable for degree

FSU Transcript

Letters of recommendation

Please label each folder with the applicant's name and department