Guidelines for Friends of the Miller Library Ralph Thornton Fellowship

Criteria for Applicants

- Successful completion of at least 30 credit hours
- Cumulative GPA of 3.0 or better
- Good standing with respect to the Washington College Honor Code

Specifications for Funding

The Friends of the Miller Library Ralph Thornton Fellowship is specifically for students seeking funding for a research project. The award is open to students of any field as long as the proposal’s research can be completed using resources provided by Clifton M. Miller Library, preferably, although not required, using the Maryland Collection or material in the Washington College Archives. If you are unsure if your project qualifies, contact the Dean of Library & Academic Technology, Dr. Ruth Shoge, at rshoge2@washcoll.edu.

Mentors

A librarian and a faculty member will mentor the project. The applicant should select both and upon their agreement, submit their names, email addresses, and phone numbers on the application form before the deadline. The mentoring librarian will advise the Miller Fellow on library research and selection of resources in preparation for designing and writing the paper. The faculty member will guide the Miller Fellow in research and writing in the discipline and should be familiar with the academic work and character of the applicant. No letters of reference are necessary. The Committee will contact these mentors directly.

Transcript

An official copy of the applicant’s transcript, obtained from the Registrar’s Office, should be submitted with completed application form.

Obligations for the Award Winner

By accepting the Fellowship, the award winner agrees to complete the research project and to present the results at a 2016 spring semester meeting of the Friends of the Miller Library.

Deadlines

Deadlines are absolute. No exceptions will be granted, so applicants should plan ahead to ensure that applications will be received on time. This year, the deadline is April 14, 2016. The application form and transcript must be submitted to the Dean of Library & Academic Technology, Dr. Ruth Shoge, Miller Library, by 4 p.m. that day.

Timeline on Completion and Presentation of the Project

So as not to compete with other academic assignment deadlines, the completed project must be submitted by January 23, 2017, to the Dean of Library & Academic Technology at rshoge2@washcoll.edu. Friends of Miller Library will set the presentation date at a mutually agreed upon time.

The fellowship will be announced during the first week in May.