



WAKE FOREST
UNIVERSITY

GRADUATE SCHOOL of
ARTS & SCIENCES

Gordon A. Melson Outstanding Student Awards

The Gordon A. Melson Outstanding MS and PhD Student Awards are presented each year during the May Hooding & Awards Ceremony. Please consider nominating your graduating student for either the Gordon A. Melson Outstanding Master's Student Award or the Gordon A. Melson Outstanding Doctoral Student Award. At the beginning of the nomination process, graduate faculty will be sent a notice from the Graduate School asking for nominations.

2019 SUBMISSION DEADLINE: March 11, 2019. All submitted materials should be assembled as a single pdf and emailed to Sarah Lafferty Simpson (slaffert@wfu.edu) in the Graduate School of Arts and Sciences with the subject heading "Melson Awards".

Student eligibility:

All doctoral or master's students who have graduated in August 2018, December 2018, or will graduate in May 2019 may be nominated. The one master's or one doctoral student selected will be given a plaque, a cash award, and recognized on stage as part of the Hooding and Awards Ceremony on May 11, 2019.

Basis for award:

For the master's award, the primary qualifications are his/her academic record, activity in the discipline and/or university, and departmental citizenship. If the student's master's program has a research component, his/her research productivity and quality will also be taken into consideration.

For the doctoral award, the student should be outstanding in research productivity and quality. Although the award is for the student's research program in general, special attention will be paid to the dissertation in terms of originality, importance, and impact in their field. The doctoral student's academic record, activity in the discipline and/or university, and departmental citizenship will also be taken into account.

Nominating the student:

Students are nominated by their advisors. The nomination is to consist of:

Advisor's letter of support. The nomination should come in the form of a letter bearing the signature of the advisor, which should indicate the award for which the student is being nominated and the student's qualifications. The letter should be placed in a sealed envelope and included in the packet of materials. If a student wins the award but is not able to attend the Hooding Ceremony, the advisor is expected to accept the award in place of the student.

Faculty letters of support. Two additional faculty members should be asked by the student's advisor to submit letters of support. These letters should be placed in a sealed envelope and included in the packet of materials.

Candidate's material. The student (having been told by his/her advisor that s/he is being nominated) should prepare the following materials to include in the envelope:

- A curriculum vita that includes all awards, presentations, or publications for items which will have received or appeared by the date of graduation.
- A transcript of courses taken at the graduate level. Please include a signed and dated letter stating that you give permission for the Graduate Council to review your transcript.
- Please provide an at-most two page description of the master's thesis (for programs with such requirements) or doctoral dissertation that is written for a general audience.

Packet. In addition to the PDF packet, please submit all hard-copy materials in an envelope labeled "Melson Student Awards" and send to Sarah Lafferty Simpson at the Graduate School @ Brookstown, Suite 305 - OR - the Graduate School Cottage at Reynolda Village. Please contact Sarah Lafferty at 336-758-5385 if you have any questions. Please do not staple any of the materials included in the packet.

Evaluating the nominees:

The Graduate Council as a whole (minus the Graduate Student Association representatives) will meet to select the recipient of this award and a decision made by mid-April. A student will be removed from eligibility for the 2018-2019 award if he/she does not graduate in May.