



## Gordon A. Melson Outstanding Student Awards

---

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, the Graduate Faculty will be sent a notice from the Graduate School asking for nominations.

**SUBMISSION DEADLINE: Annually, on the first Wednesday in March**

### Student eligibility:

Doctoral or master students who have graduated in the preceding August or December or will graduate in the upcoming May ceremony are eligible to be nominated. The master and doctoral student selected will be given a plaque and a cash award.

### Basis for award:

*For the master's award*, the primary qualifications are the student's academic record, activity in the discipline and/or university, and departmental citizenship. If the student's master's program has a research component, their 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. A PDF copy of the letter should be included with the PDF nomination packet.

*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 included in the electronic packet of materials.

*Candidate's material.* The student (having been told by their advisor that they are being nominated) should prepare the following materials to include in the packet:

- A curriculum vita that includes all awards, presentations, or publications for items which will have been 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.* All submitted materials should be assembled as a single PDF file and emailed to Sarah Simpson ([slaffert@wfu.edu](mailto:slaffert@wfu.edu)) with the subject line "Melson Award Nomination".

*Questions?* Please contact Sarah Simpson at 336-758-5385 or [slaffert@wfu.edu](mailto:slaffert@wfu.edu) if you have any questions.

### Evaluating the nominees:

The Graduate Council (excluding the Graduate Student Association representatives) will meet to select the recipient of this award and a decision will be made by mid-April. A nominee will become ineligible if they do not graduate in May.