WAKE FOREST UNIVERSITY
GRADUATE SCHOOL of ARTS & SCIENCES

Graduate School of Arts &Sciences Graduate
Richter Scholarship Application

**2026 Application Deadline: February 2, 2026**

## SECTION ONE: Application (use as cover sheet of application packet)

Student Name:

Student ID Number:

Local Mailing Address:

Telephone Number: Email:

Department:

Cumulative GPA (3.0 Required):

Anticipated Date of Graduation:

Graduate Program:

Degree Pursuing:

Faculty Mentor:

Course Credit awarded for this project? Course Number?

Have you ever traveled internationally before?

*If yes, please attach a paragraph describing which countries you have visited, the dates of your visit(s), and the purpose of your visit(s).*

If the primary language of the place you attend to visit is not English, please indicate your level of familiarity with the primary local language Select One

Do you have any obligations (such as being a T.A. or R.A.)?

*If yes, please attach a paragraph indicating how you handle these obligations. Also, please obtain the signature of your supervisor indicating support of this absence.*

Beginning date of project:

Ending date of project:

Country/Location Destination:

Please briefly describe the objective of your trip (10 words or less)

Total Expenses Required: $

Signature of Applicant:

Date:

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## SECTION TWO- Brief Description of Project

Include a 150 word description of your proposed project.

## SECTION THREE - Full Description of Project

Include a one to two page description of your proposed project.

Describe the project and how it will enrich and broaden your life and advance your educational interests. This proposal should describe a well-developed plan of how the student plans to use his/her time during the scholarship. In addition, describe any relevant experiences you might have had which has prepared you to pursue this topic. Also, list as many as five relevant literature citations that will serve as background for the proposed project.

The Richter Scholar awards are available for the purpose of globally-oriented independent study for students in the undergraduate College and the Graduate School of Arts & Sciences on the Reynolda Campus of Wake Forest University. Traditionally, the Richter Scholarship prioritizes funding research projects in foreign countries; however, globally-oriented projects within the U.S. may also be funded on a case-by-case basis. This may include projects that are domestic in nature, such as a trip to Little Havana to study Cuban emigration stories, or virtual research with an international lab/ contact. Proposals that focus on "touring", however, rather than exploring a topic in-depth receive lower priority. Also, proposals that simply describe a research project will receive lower priority. Successful applications usually combine a developed educational project as well as a plan to explore the culture. International students are welcome to apply, but should consider any visa problems that might arise as a result of international travel.

## SECTION FOUR - Budget

Include a one-page budget. Include meals, housing and travel expenses and any expenses related to your project. The maximum request is $7,500. The estimated cost of significant expenses (e.g. airplane flights) should be researched before submission.

Student award recipients will be reimbursed for approved expenditures (those expenditures normally reasonable for professional activities) up to the total amount of the award. If a student is already receiving a stipend from the Graduate School, the Richter Scholarship will be considered an additional stipend. The Richter funds are to be used to cover only the pre-approved expenses of the award recipient. The Richter Scholarship will constitute U.S. tax free “foreign sourced income” when received by an international, nonresident student. Recipients who are U.S. citizens or residents would treat amounts received as non-tuition travel scholarships.

If a student is receiving funding from other sources, Richter funding must account for the majority of the funding. Richter funds should only be used for projects completed during Summer 2026.

## SECTION FIVE – Faculty Letter

Include a signed letter of support from your faculty mentor. This is not just a letter of recommendation but also a letter indicating that the faculty person will provide structure for your project. If your project involves significant interaction with additional individuals and/or organizations in the place you plan to visit, please make contact with the appropriate persons and include letters of support from pertinent individuals. Note that projects utilizing survey/interview techniques may require Institutional Review Board approval.

**SUBMISSION INSTRUCTIONS**

Please email the application package as one PDF to Sarah Simpson at slaffert@wfu.edu with subject line reading " [Applicant Name] Richter Application”