Graduate Research/Creativity Assistant Scholarship

Amount: **$1,000 per year**
Duration: **1 year (from September of each year to the end of May the following year)**
Number of scholarships available: **6**

**Application description:**

The Office for Student Research and Creativity (OSRC) at John Jay College is offering (6) annual scholarships to graduate students in the amount of $1,000 each, affording them the opportunity to conduct research or engage in creative works with a John Jay College professor for an average of (5) to (10) hours a week over the course of (1) year (September to end of May). Receiving the Graduate Research/Creativity Assistant Scholarship is based on review by the OSRC Advisory Board. Students can use Research/Creativity funds at their discretion, which may or may not include covering supplies and costs for the project. At least (3) of the (6) scholarships are given to students typically underrepresented in research activities in their academic fields.

Students ready to apply can access the application [here](#). Those interested in this opportunity but in need of assistance are strongly advised to contact OSRC in a timely manner to discuss the application process, seek help in identifying a faculty mentor, or for any other clarification. Applications are due April 15 with notification by mid-May. Incomplete or late applications cannot be accepted. Please submit all application essays to Bettina Muenster, Office for Student Research & Creativity (OSRC), Room 204.01HH; osrc@jjay.cuny.edu; (212) 887-6237.

**Eligibility and application requirements:**

- Scholarship applicants may come from any major, but may not be supported by any other research program at John Jay (i.e., MSRG or other discipline-specific research programs) for the same research project.
- Students must be enrolled at JJC for the duration of the scholarship.
- Students must identify a committed faculty mentor/recommender upon applying to the scholarship. In case students need assistance in finding an appropriate faculty mentor, they should make an appointment with the Assistant Director of OSRC no later than three weeks prior to the application deadline.
- The letter of recommendation must be from the JJC faculty member serving as mentor.
- Once the scholarship is received, both the student and mentor will be required to sign a letter of commitment to working on the indicated project.

**Not required:**

- Minimum GPA;
- Research experience;
- IRB review process.
Applications will be rated based on the following criteria:

1. Students must:
   - complete an application form through this survey monkey link;
   - submit an essay of 750-1000 words (see rubric below for evaluation details) via email to osrc@jjay.cuny.edu:
     - detailing their research/creative interests and demonstrating an understanding of the project idea;
     - explaining what they hope to gain from the experience, both academically and professionally; elaborating on the potential outcomes and impact of their work.

2. Faculty mentors must:
   - submit a letter of recommendation (see rubric below for evaluation details) to osrc@jjay.cuny.edu in which they:
     - explain in detail how they will guide the student through a comprehensive research/creative project that may include both quantitative and qualitative analysis;
     - describe the anticipated benefits of the student-mentor relationship;
     - provide the title, research question, methodology, and rationale of the project;
     - state the approximate amount of weekly hours (minimum (5) hrs.; maximum (10) hrs.) they will require the mentee to work on the project.

Once accepted:

- Students are required to work with their faculty mentors for an average of (5) to (10) hours a week (exact hours to be determined by mentor) over the coming year.
- Research/creative work must be presented at the annual Research & Creativity Expo at the end of the spring semester, coinciding with the end of the scholarship.
- Students must submit a brief written essay or similar writing, summarizing research/creative findings, anticipated impact, and next steps (completion of project by end of scholarship year is NOT required).
- Products other than a brief written report are acceptable subject to OSRC Assistant Director approval. Students are strongly encouraged, but not required, to work toward co-publication of the project results in a peer-reviewed journal.
- Students are required to attend at least (6) cohort meetings throughout the year.
- Students are required to attend regular one-on-one meetings and must keep a journal.
- In addition, students must attend several professional development workshops, seminars, lectures, or similar events relevant to the successful conduct of research (events TBA; students must attend at least (4) events).
### Rubric for reviewers:

<table>
<thead>
<tr>
<th>Rating rubric</th>
<th>Exemplary (2pts)</th>
<th>Adequate (1pts)</th>
<th>Inadequate (0pts)</th>
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<tbody>
<tr>
<td>Quality of student statement (3 criteria)</td>
<td>• Spelling, grammar, language, style, and tone are exemplary.</td>
<td>• Spelling, grammar, language, style, and tone are adequate.</td>
<td>• Spelling, grammar, language, style, and tone are inadequate.</td>
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<td>• Student clearly states interest in and demonstrates well-defined understanding of project idea.</td>
<td>• Student adequately states interest in and demonstrates understanding of project idea.</td>
<td>• Student inadequately states interest in and fails to demonstrate understanding of project idea.</td>
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<td>• Student shows clear appreciation of overall outcome and impact of research, including potential academic and professional gain.</td>
<td>• Student demonstrates adequate understanding of overall outcome and impact of research, alluding to potential academic and professional gain.</td>
<td>• Student’s understanding of overall outcome and impact of research are inadequate.</td>
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<td>Quality of faculty mentor letter of recommendation (4 criteria)</td>
<td>• Faculty explains clearly and in detail how the student will be guided through a comprehensive research/creative project.</td>
<td>• Faculty adequately explains how the student will be guided through a research/creative project.</td>
<td>• Faculty’s explanation of how the student will be guided through a research/creative project is inadequate.</td>
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<td>• Faculty presents a clearly defined mentoring role.</td>
<td>• Faculty adequately explains mentoring role.</td>
<td>• Faculty does not define mentoring role.</td>
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<td>• Faculty provides exemplary description of title, research question, methodology, and rationale of the project.</td>
<td>• Faculty adequately lists title, research question, methodology, and rationale of the project.</td>
<td>• Title, research question, methodology, and rationale of the project are inadequately stated.</td>
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<td>• Faculty clearly states the approximate number of hours per week student will be required to work.</td>
<td>• Faculty mentions the approximate number of hours per week student will be required to work but is ambiguous.</td>
<td>• Faculty neglects to state required hours per week student needs to work.</td>
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| Maximum total points possible                      | 14                                                                               | 7                                                                                | 0                                                                               |