The Pennsylvania Association of Family and Consumer Sciences (AAFCS) awards graduate fellowships to individuals who have exhibited the potential to make contributions to the family and consumer sciences field.

Eligibility
Before completing a fellowship application, a potential applicant should consider the following eligibility requirements:

- To qualify for the PAFCS fellowship, an applicant must be a member of the Pennsylvania Association of Family and Consumer Sciences.
- Applicant is planning to pursue or is currently pursuing a degree in family and consumer sciences or related specialized programs at the graduate level and is planning to be enrolled for the academic year making satisfactory progress.
- Applicant is currently enrolled in a graduate program that will continue into the coming academic year, has been admitted to a graduate program for the coming academic year, or has applied for admission to begin graduate study.

Applicants who meet all requirements for the fellowship are eligible to apply, but are not guaranteed financial assistance. Preferences will be given to individuals who have accomplished the following:

- Applicant is working on a research problem or can describe a potential research problem for her/his graduate work.
- Applicant is interested in making a contribution to the family and consumer sciences profession in Pennsylvania or the United States.

The fellowship will be awarded only if qualified applicants are identified. Only qualified applicants with scores of 80% or more on the rubric will be considered. The applicant with the highest score will be awarded the fellowship.
Application Process
To apply for a PAFCS Graduate Fellowship, complete and submit no later than midnight, January 10 of the fellowship year by email to paaafs@gmail.com

1. Read the PAFCS Graduate Fellowship Guidelines.
2. Have a maximum of (3) evaluators prepare a recommendation for the applicant by completing the Graduate Fellowship Recommendation Form attached to this document) and returning the completed recommendation form to the applicant if right to access is not waived.
3. Obtain official or unofficial copies of undergraduate and graduate (if applicable) transcripts
4. As indicated in the application, upload the following by midnight of January 10 or earlier:
   A. A resume that includes the following:
      a. Educational background (include GPA on a 4-point scale)
      b. Professional experiences and responsibilities (include graduate assistantships if relevant)
      c. Special recognition and/or awards with dates for the receipt of same (e.g., honors, awards scholarships, grant proposals funded, and stipends)
      d. Participation in volunteer and community service activities
      e. Professional and leadership development activities, such as student organizations.
   B. Up to three (3) recommendation forms (scan if necessary, and upload. These may be sent directly from individuals writing the recommendations.)
   C. Graduate (if applicable) and undergraduate transcripts (scan if necessary, and upload or send hard copy).

Please keep a hard or digital copies of all materials submitted to PAFCS; materials will not be returned to applicants.

Review Process
Jurors selected by the PAFCS Internal Relations Committee review the applications online and assign points using the Evaluation Criteria (see section title Evaluation Criteria). Individuals who apply for the PAFCS Graduate Fellowship and individuals who write a letter of recommendation for a current applicant cannot serve as jurors for fellowships. Additionally, jurors cannot judge applications from family members, their current students, students at their own institution, applicants who have the same employer, or any applicant for whom there may be potential conflict of interest. An individual who has been nominated and/or applied for an award, fellowship, or scholarship shall not serve as a juror for any award, fellowship, or scholarship during the period of time in which her/his own nomination or application is being judged.

The fellowship recipient will be announced in the spring of the year awarded.

Duties and Responsibilities
The PAFCS Graduate Fellowship is awarded for the sole purpose of providing financial support for the academic study in a field of family and consumer sciences. The following will be the responsibilities of those who are chosen to receive the PAFCS Fellowship:

● Fellowship funds will be sent to a university scholarship officer, who will disburse the fellowship award as designated in the acceptance forms that must be completed by the PAFCS Graduate Fellowship recipient.
● The scholarship officer will be instructed to disburse the funds in one payment after August 1st, and prior to the beginning of fall semester (or trimester). The scholarship officer will confirm enrollment status prior to disbursing scholarship funds.
● At the end of the academic year, the student is required to submit a brief email report that indicates how the PAFCS Graduate Fellowship funds were used.
Pennsylvania Association of Family and Consumer Sciences
GRADUATE FELLOWSHIP APPLICATION

Save a blank copy of this application to your files, then SAVE THIS APPLICATION ONCE COMPLETED. EMAIL A COPY TO:
paaafcs@gmail.com

Also scan and/or attach:
1. College/university transcripts for all degrees earned. (Attachment A)
2. Most recent transcript from the college/university where currently enrolled. (Attachment B)
3. A current vita (Attachment C)
4. The goals essay (as requested on this application- Attachment D).
5. Your research topic/theme and its focus essay (as requested on this application – Attachment E)
6. Three letters of recommendation (names listed on this application)

Completed applications materials must be received by January 10 of the scholarship year

Award winners will be required to submit a letter explaining how the scholarship money was budgeted for his/her endeavors by February of the following year.

Applicant Information:

Applicant _________________________________________________________________

Last    First    Middle

Current address __________________________________________________________

__________________________________Telephone ______________

Email address __________________________________________________________

Permanent address (if different from above) __________________________________

__________________________________Telephone ______________

AAFCS number ________________

Years of membership in AAFCS/ (AHEA) ________________

Presently enrolled at _______________________________________________________

College or University

______________________________________________________

Department/program
Degree(s) earned:

<table>
<thead>
<tr>
<th>Year</th>
<th>Degree</th>
<th>Major</th>
<th>College/university</th>
</tr>
</thead>
</table>

Post-Secondary Education Honors:
List all post-secondary education honors received including scholarships and fellowships. Be specific.

Post-Secondary Education Employment record (list most recent first):

<table>
<thead>
<tr>
<th>Year(s)</th>
<th>Position/Title</th>
<th>Employer</th>
</tr>
</thead>
</table>

Professional Association Involvement:
List all evidence of professional involvement with professional associations including offices held and committees served

<table>
<thead>
<tr>
<th>Association(s)</th>
<th>Involvement</th>
</tr>
</thead>
</table>

Items to be attached to emailed application (if possible)

- Attachment A
  Provide college/university transcripts for all degrees earned.
- Attachment B
  Provide most recent transcript from the college/university at which you are currently enrolled.
- Attachment C
  Provide a current vita.
- Attachment D
  Describe your professional goals in a statement of at least 200 words and not more than 300 words.
- Attachment E
Describe your research topic/theme and its focus in a statement of at least 200 words and not more than 300 words.

**Recommendation Contact List**

Ask three persons to complete and email the recommendation form (separate form) to paafcs@gmail.com with student’s name in the subject line or preferably attached with your application. Fill in the top of the form and supply these to the individuals listed below. The individuals you ask to serve as a reference should be acquainted with your scholastic and/or professional performance, at least two of the three should be your professors. You should not ask a relative or friend to submit a recommendation.

Sign each recommendation form at the top and indicate whether or not you waive your right to access before distributing them.

Please list below the name, address, telephone number, and email address of each of the three persons who will be submitting a recommendation.

**Name #1** ____________________________________________________________
Address ____________________________________________________________
Telephone _____________________ Email ______________________________

**Name #2** ____________________________________________________________
Address ____________________________________________________________
Telephone _____________________ Email ______________________________

**Name #3** ____________________________________________________________
Address ____________________________________________________________
Telephone _____________________ Email ______________________________

**Recommendation letters must be received by January 10 of the fellowship year.**
PLEASE COMPLETE THE REQUEST FOR RECOGNITION CONTACT LISTS BELOW.

AWARD CONTACT LIST

*We will design publicity for the conference and local newspapers for all award recipients. Provide names and contact information below for your local newspaper(s) so publicity can be quickly facilitated.*

Newspaper(s) Name
Address
Email contact
Contact name (if available)

If you are an award recipient, we will contact you at that time to request an electronic picture to use in that publicity.

*List the name(s) and contact information for any supervisors, directors or superintendents/ principals to whom announcement letters could be sent if you become an award recipient.*

Name:  
Title:  
Address:  
Phone number:  
Email:  

Name:  
Title:  
Address:  
Phone number:  
Email:  

Name:  
Title:  
Address:  
Phone number:  
Email:  

Name:  
Title:  
Address:  
Phone number:  
Email:  

Pennsylvania Association of Family and Consumer Sciences
GRADUATE FELLOWSHIP RECOMMENDATION

To be completed by the applicant:

Name of the applicant______________________________________________________

I do _____/do not _____ waive the right of access to the recommendations that I have asked to be
submitted on my behalf.

I certify that the information given in this application is completed and accurate to the best of my
knowledge.

_________________________  ______________________________________________
Date     Applicant signature

Individuals providing a recommendation for the above applicant should respond to the following
questions/statements and email with this form to paaafcs@gmail.com with student name in subject
line:

1. How long and in what capacity have you known this applicant?
2. Assess the applicant in each of the following categories:
   A. Professional potential
   B. Potential for success in graduate study
   C. Personal characteristics
   D. Professional experience and involvement
3. Describe the applicant’s outstanding characteristics
4. Why do you recommend the applicant for the PAFCS Graduate Scholarship?
5. Other comments.

Signature of the individual completing the recommendation:

________________________________________________ Date _____________

Contact Information:

Name __________________________________________________________________
Title ___________________________________________________________________
Agency or institution ______________________________________________________
Address ________________________________________________________________
Telephone number ____________________________ Email ______________________

Recommendations must be received by January 10 of the fellowship year.
Email to paaafcs@gmail.com with student name in subject line.