

The Application Process: Who Does What?

Activity/ Responsibility	Student (see below)	Mentor (see below)
<p style="text-align: center;">NASA SPACE GRANT</p> <p style="text-align: center;">RISE and HOP Scholarship</p> <p style="text-align: center;">Announcement Guidelines</p>	<p>Carefully read through the whole Announcement, paying close attention to <u>eligibility</u> and <u>application guidelines</u>.</p> <p>Forward a copy of the program guidelines to the faculty mentor(s). <i>If the student does not have a faculty mentor, see the "TOOLS & TIPS" page of the announcement.</i></p>	<p>Identify and encourage outstanding students to apply for NASA HOP and/or RISE opportunities.</p> <p>Review program guidelines to understand the role of the faculty mentor in advising the student throughout all phases of the NASA application process.</p>
<p style="text-align: center;">Develop the idea for a Research project</p>	<p>Find ideas for projects from a variety of sources such as courses you have taken, the scholarly interests of a faculty member, or ideas of your own that you would like to explore further. Students may work within or outside of their major field of study.</p>	<p>If you have a specific or general STEM area of interest, you may encourage a student to pursue a project; but the formulation of the project should be primarily the student's responsibility. Be sure to provide feedback and constructive criticism during the formulation of the project and proposal.</p>
<p style="text-align: center;">Collaboration</p>	<p>The discussion between student and faculty mentor should lead to an agreement on the nature and scope of the project, the method of inquiry or creative activity, and expected outcomes. Discussions should also include a proposed timeline for completing the project. Students and their faculty mentors should expect to meet more than once during the application process.</p>	
<p style="text-align: center;">Complete the application</p>	<p>Complete the NASA Space Grant online survey! Then, complete all of the elements of the application described in the solicitation. All of the parts of the application should be combined into a single pdf document for submission. You or your mentor(s) may provide the mentor's letter of support with a final copy of the application or separately.</p>	<p>Review a draft of the application, which includes the cover sheet, project description, timeline, and resume(s) to ensure that the proposed project can be completed within the time frame of the scholarship period.</p>
<p style="text-align: center;">Submit the Application!</p>	<p>Send the required application materials (in a single pdf document) to Stephanie Borene via email at nvspacegrant@nshe.nevada.edu. The email subject line and the application document should be titled:</p> <p>LAST NAME_FIRST NAME_NASA RISEHOP2015- 2016.</p> <p>The application should be submitted no later than 5:00 PM PDT Thursday, October 1, 2015.</p> <p>If the student does not receive a confirmation of receipt, within 1 day of submitting, it is their responsibility to follow up via email, or 702-522-7081.</p>	<p>Strong letters of support make a big difference!!! You may send your letter of recommendation separate from the student application pdf to nvspacegrant@nshe.nevada.edu.</p> <p><u>PLEASE SEND IT PRIOR TO (OR BY) THE DEADLINE:</u></p> <p><u>October 1, 2015, 5:00 PM PST.</u></p> <p>Faculty mentors will be copied on the email of receipt by the NVSGC Program Coordinator. They will also be copied on student notification of award or decline.</p>