

Research Training Fellowships for Medical Students • 2009

APPLICATION REQUIREMENTS

ELIGIBILITY

Applicants must be currently enrolled in a medical, dental, or veterinary school program in the United States. Students may apply during any year of their studies, but applicants in the last year of school must defer graduation until completion of the fellowship year. These fellowships are not available to students enrolled in a combined medical, dental, or veterinary/Ph.D. program (e.g., M.D./Ph.D.), a Ph.D. program, or an Sc.D. program or to those who have completed a Ph.D. or an Sc.D. in a laboratory-based science. The eligibility of applicants with a doctoral degree in a science that is not laboratory based will be determined by HHMI on a case-by-case basis.

Applicants may have research experience, but it is not required. Applicants with a year of full-time research experience should explain in the Personal Statement how further full-time research experience at this time would strongly enhance their future research career. The proposed mentor does not have to be an HHMI investigator. Refer to the 2009 Program Information PDF for requirements regarding the research plan and mentor.

There are no citizenship requirements for application, but those who are not U.S. citizens must have and maintain an appropriate visa. HHMI will not handle visa matters for applicants.

Applicants may apply to *both* the Research Training Fellowships for Medical Students Program and the HHMI-NIH Research Scholars Program through the same online application system. Information about the HHMI-NIH Research Scholars Program may be found at www.hhmi.org/cloister.

APPLICATION MATERIALS

Application for initial awards is via HHMI's Web-based competition system at www.hhmi.org/competitions. Submission of all applicant, mentor, dean, and reference forms must be via the Web.

A complete application has three sections.

Section 1: The applicant's portion

- Registration
- Application
Contact Information

Dean's Contact Information

References' Contact Information

Mentor's Contact Information

Confidential Information

HHMI Affiliations

Education

Demographic information (optional)

Research Experience

Professional Activities

Honors and Awards

Publications (if any)

Personal Statement (should not exceed 4,000 characters, or approximately one single-spaced page)

Project Title (should not exceed 255 characters, including spaces and punctuation)

Research Plan Summary (should not exceed 1,600 characters including spaces and punctuation, or approximately one-third of a single-spaced page)

Research Project Plan (should not exceed five single-spaced pages)

Research Project Plan Citations (should not exceed two single-spaced pages)

In addition to the Web-based submission above, the applicant is responsible for

- Providing the mentor, co-mentor (if applicable), dean, and references with the information necessary for them to submit the required letters and other information. After the applicant registers and initiates the Web-based application system, he or she will be able to submit the names and contact information for the mentor, co-mentor (if applicable), dean, and references. Once the names have been submitted, e-mails generated by the Web-based system will provide them with login instructions. *It is the applicant's responsibility to make sure that the mentor (co-mentor, if applicable), dean, and references have provided all required information by the application deadline.*

Section 2: The mentor's endorsement (and co-mentor's, if applicable)

The endorsement includes information on the mentor's plans for training the applicant, training experience, grant support, a brief curriculum vitae, and an evaluation of the applicant.

Web access for the mentor will be initiated by the applicant (see Section 1 above).

Section 3: Letters of reference

- Dean's endorsement. By writing a letter on your behalf, the dean must indicate that you will be allowed to participate in the program, *if selected*. The dean will be asked to comment on your potential for scholarly achievement, elaborating, where appropriate, on such matters as scientific knowledge, performance as an undergraduate, medical, dental, or veterinary student, in research-participation programs, and ability to make sound judgments. In addition, the dean may describe pertinent personal characteristics such as perseverance, persistence in the face of obstacles, creativity, independence, and motivation.
- Two letters of reference from persons (other than the mentor or co-mentor on this application or dean) who are familiar with the applicant's talents and abilities and could comment on the applicant's promise and potential, especially as a physician-scientist.

Web access for the dean and references will be initiated by the applicant (see Section 1 above).

APPLICATION AND AWARD DATES

All components of the application must be submitted to HHMI for **receipt by January 11, 2009**, to be considered in the fellowship competition.

Applicants should retain copies of the application materials they have completed and submitted online. Application materials will not be returned.

HHMI will notify applicants by e-mail and letter via U.S. mail of the outcome of their applications in March 2009.

INFORMATION

Telephone: (800) 424-9924

E-mail: medfellows@hhmi.org

Web: www.hhmi.org/medstudent

HHMI
HOWARD HUGHES MEDICAL INSTITUTE

Office of Grants and Special Programs
4000 Jones Bridge Road
Chevy Chase, Maryland 20815-6789