_____ Program

Trainee Selection and Appointment Procedures

Applications open _____ and close on _____ each year and are submitted through the _____. Inquiries are directed to the Program Manager, Chair of Admissions, and/or Director. FAQs are available on the _____ Program website, and online virtual Q&A sessions will be advertised on LinkedIn and the _____ Program website. The application will be modified to include questions about the applicant's aptitude and interest in _____ training/research related to the areas of _____, which are the _____ Program areas.

Eligible Trainees are:

- US Citizens and Permanent Residents
- Admitted into a qualified STEM field in a Masters and/or PhD Program at CSU

The Program Manager collates and screens all PhD applications for completeness before disseminating them to reviewers (permanent and ad hoc members of the Admissions Committee). Reviewers are appraised of holistic review practices prior to receiving any applications for review. TGE applications will be flagged to ensure that reviewers consider all parts of the application. Each application is reviewed by at least one current student and at least two faculty, including one _____ Program preceptor. The Program Manager collects review scores and tabulates a ranking of all applications prior to a meeting of the admissions committee. The Chair of the Admissions committee reviews any application with a wide range of scores in order to ensure the application was reviewed fairly, and such applications will be flagged for discussion.

Trainees will be selected from among the domestic applicants to the _____ Masters and/or PhD program. The top ranking _____ applicants who indicate interest in the _____ Program training will be invited for virtual interviews along with 10-15 exceptional non-TGE applicants (international students, those interested research areas that don't align with the NIH mission, those who prefer to be supported through teaching). During the virtual interview each applicant will present for 5 minutes on their relevant experiences to date and will be asked questions to allow us to infer their interest and fit in for our program. The top ~15-18 TGE and ~5 non-TGE applicants will be invited to campus for F2F recruitment events including individual meetings with faculty.

After F2F interviews the admissions committee will meet to rank applicants for admission to the _____ Program. Offers of admission to the _____ Program will be made at that time. _____ Program trainees will be expected to select their rotations from among _____ Program preceptors and/or new faculty who are eligible and willing to apply to join.

All trainees will be appointed as Fellows and receive a stipend of $_____ per the _____ (sponsor) guidelines starting _____.

Appointments are made through X-TRAIN (for NIH trainee awards) by administrative staff in the _____ Dean's office.

Information for Applicants

Required Application Documents:

1. Resume/CV
2. Unofficial or Official transcripts
3. Recommendation Letters (3)
4. Statement of Purpose (see below)
5. Responses to Supplementary Questions

Statement of Purpose:

The statement of purpose serves as a mechanism for you to introduce yourself to our faculty and helps us evaluate how your goals and interests align with ours. The following should be addressed in your statement:

- Provide evidence that you understand what a graduate degree will entail and that your career plans fit with the degree (MS or PhD) you plan to attain.
- Describe why our program is a good fit for your short- and long-term goals.
- Describe your past lab experiences and future research goals.
- Evidence for transferable skills such as time management, teamwork/collaboration, problem solving, critical thinking, leadership, mentorship etc.
- Tell us what you will bring to our program and community.

    The statement of purpose should be up to 1000 words or 2 single spaced pages.

Supplementary Questions

1. The _____ Program is committed to providing a diverse, inclusive and equitable environment for research and learning. Provide examples of your previous and/or continued commitment to diversity, inclusion and equity. (300 words)

2. Briefly describe a research project that you have completed or contributed to including the background/hypothesis, experimental design and outcome/impact. (500 words)

3. For 3 or 4 _____Program Faculty (listed on our website), explain how their research aligns with your interests. (300 words)