

DOLORES ZOHRAH LIEBMAN FUND – CONDITIONS FOR 2024-2025

AND CALL FOR APPLICATIONS

DEADLINE TO APPLY: DECEMBER 18, 2023

CANDIDATE QUALIFICATIONS

1. Fellowships are available to students who are currently enrolled in and pursuing a **graduate degree** at a **designated** institution of higher learning located in the United States of America. **Undergraduate students are no longer qualified candidates.**
2. The program of study being pursued by the candidate may include any recognized field of study in the humanities, social sciences, or natural sciences (including law, medicine, engineering, architecture or other formal professional training). **The selection committee has a strong preference for supporting scholarly endeavors.**
3. The candidate must have **received a baccalaureate degree** at the time of application and have an outstanding undergraduate record.
4. The candidate must demonstrate a **need for financial assistance.**
5. The candidate must be a **citizen of the United States of America.**
6. The candidate may be of **any national descent** or background.

FELLOWSHIP DETAILS

1. The amount of each Fellowship will cover actual **tuition cost only (no fees)** plus an \$18,000 annual **stipend** to be allocated towards room, board and ordinary living expenses, as well as any income taxes thereon.
2. The recipient of a Fellowship shall be known as a Dolores Zohrab Liebmann Fellow.
3. Fellowships are awarded **annually**. Each Fellow **MUST APPLY FOR A RENEWAL** of his or her fellowship by **March 31st** of the following year in accordance with the terms in effect at the time the fellowship is awarded. **(No reminder will be sent.)** Fellowships will be limited to a **maximum of three years**.
4. If a student needs to defer to study abroad an email must be sent to Cory Whitlock notifying as such and can only be deferred once up to one academic year.
5. A Fellowship **may be canceled at any time** if a Fellow engages in misconduct affecting the Fund, breaches any of these rules or provides false information to the Fund either directly or indirectly.

APPLICATION PROCESS

1. Designated Institutions facilitate the application process for its students. Students must submit Applications and supporting documents through the School. Notifications will be sent to both the school and the student in June.
2. Students **SHOULD NOT** contact JPMorgan or members of the selection committee.

Please consult the following page carefully for detailed information about application materials.

All applicants must submit materials exactly in the order listed below as a **single PDF file**, by **December 18, 2023**. Please name your file by last name only (e.g., Smith.pdf). We will not contact you for any missing materials: applications that are missing files or in the wrong order will be considered incomplete.

Submit in exact order listed below as one PDF file to: LGS.profdev@emory.edu:

- This checklist page (do not include page 1 above) with all boxes checked by you below as the applicant to affirm that you have included all required items in the correct order:
 - A **completed** and **signed** Application (make sure all lines at the top are filled and all required signatures added)
 - One copy of your personal vitae or résumé.
 - Certified copies of all undergraduate and graduate transcripts to date.
 - Copy of graduate exam test scores (if applicable).
 - A Statement of Purpose up to three pages long (double spaced) which considers the relationship between your graduate level study and your intended personal and/or professional goals. Your Statement of Purpose must include a 10-15 line abstract at the top (included in the three pages) that explains, in **LAYMAN'S** terms, the essence of your proposed topic of study or dissertation, the methodology of its treatment and its anticipated impact on your field of study.
 - Letter of Recommendation from Department Chair. (OPTIONAL) [Please note: The Dean of LGS is not available to write this letter]
 - Letters of Recommendation from at least two professors who have taught or worked closely with you. (REQUIRED)
 - Copy of your Free Application for Federal Student Aid. (FASFA)
 - Financial Aid information from the University or other applicable source. (contact Emory's financial aid office [here](#) if you have questions; we do not advise students on FAFSA or this financial aid info requirement)
 - Copies of Federal Income Tax Returns for the prior two years (including spouse's returns, if applicable). **Only submit Tax Return Form – DO NOT send schedules, etc.**

**** If any of the documents above are not applicable, please include a statement in its place in the application packet that explains why the item is not applicable.***

***** Please DO NOT email JPMorgan with any questions. Contact your Coordinator and they will contact JPMorgan if needed.***