

Marquette University Graduate School
Richard W. Jobling Distinguished Research Assistantship
Award Guidelines

BACKGROUND

The Richard W. Jobling Distinguished Research Assistantship is made possible through a generous donation to Marquette University in support of graduate students in the sciences. Students enrolled in, or admitted to Ph.D. programs for NSF-defined STEM disciplines will be eligible.

The purpose of this program is to encourage and support research activity by Ph.D. students in the fields of science or engineering. Recipients can be new or current students at Marquette University. Awardees must use the time provided by the award to conduct research relevant to their specific interests under the supervision of their research mentor or other qualified faculty member.

AMOUNT OF SUPPORT

Each award includes an academic year (not summer) stipend up to \$24,000, and tuition scholarship credits as needed, up to individual departments' standards (18-24 credits/year).

NUMBER OF AVAILABLE AWARDS

Up to three awards will be made each year.

ELIGIBILITY REQUIREMENTS

To be eligible for consideration, students must:

1. Be accepted for, or currently enrolled in, one of the Ph.D. programs listed below.
2. Been advanced to candidacy at time of nomination.
3. Have a history of research publications and/or presentations.
4. Exhibit strong potential for independently producing high quality innovative research.
5. Demonstrate activity consistent with high likelihood of future career success.
6. Nominees who have passed their Qualifying Exams will hold an advantage over nominees who haven't yet taken them.
7. Nominees who haven't received previous full university-funded fellowships may receive preference.

ELIGIBLE DEPARTMENTS

Arts and Sciences

- Biological Sciences
- Chemistry
- Psychology
- Computational Mathematical and Statistical Sciences
- Computer Science

Health Sciences

- Exercise and Rehabilitation Science
- Neuroscience

- Nursing

Engineering

- Biomedical Engineering
- Civil, Construction and Environmental Engineering
- Electrical and Computer Engineering
- Mechanical Engineering

NOMINATION PROCESS

Number of nominations allowed per department: one. Applicants can apply for a renewal for a second year. Second-year applicants must submit all new application documents and include a statement summarizing the progress during their first fellowship year.

Nominations must be made to the Graduate School by the Department Chair or Director of Graduate Studies. To nominate a student, the Chair or DGS should submit the following items to the Graduate School:

1. The *MU Grad School Uniform Application for Distinguished Fellowships and Assistantships*.

The Uniform Application requires the following documents:

- a. Current CV of nominee. When citing publications, clearly note if they are published, in press, or under review. Do not list publications that are in preparation.
- b. Written statement from nominee (3-page maximum). The statement should address the student's academic work and research, its impact on the field and/or greater society, and the applicant's future plans. Second-year applicants should include a statement summarizing their progress during the first fellowship year.
- c. Three letters of support (one from the nominator, and two from other faculty) speaking to the quality of the applicant's research and likelihood of future career research success.

DEADLINE

All nomination materials should be received in the Graduate School by 4 p.m. of the first Thursday of December. A PDF file of all documents in the order listed above should be sent to thomas.marek@marquette.edu.

SELECTION PROCESS

Selections will be made by a committee consisting of two representatives from the Graduate School and three representatives from the pool of DGSs serving the STEM-discipline programs.

DECISIONS

Decisions will be announced by February 15.

Revised: October 2025