

PROMPT ASSISTANTSHIP PACKET CHECKLIST

Southern Illinois University is an equal opportunity employer and will not discriminate against any person on the basis of race, ethnic origin, or sex.

Nominee Name: _____ DAWG Tag #: _____
Last First MI

Department: _____ Master's M.F.A. Doctorate

REQUIRED DOCUMENTS:

Department Nomination Form

Nominee's Personal Statement

Nominee's Letters of Recommendation (3)

Nominee's Official Transcripts (for ALL schools attended)

Nominee's Official Standardized Test Score (If required for admission)

DEPARTMENT CONTACT INFORMATION FOR QUESTIONS/PROBLEMS:

Director of Graduate Studies: _____

Nomination Prepared by: _____ Preparer's Phone: _____

Preparer's Email: _____ Preparer's Mail Code: _____

DEPARTMENT NOMINATION FOR PROMPT ASSISTANTSHIP

Southern Illinois University is an equal opportunity employer and will not discriminate against any person on the basis of race, ethnic origin, or sex.

Nominee Information

Nominee Name: _____ DAWG Tag #: _____
Last First MI
 Department: _____ Master's M.F.A. Doctorate
 Field of Study: _____ Phone: _____
 Address: _____ Email: _____

Ranking of Nominee

To complete this section, please utilize the admission material that the nominee has submitted to your academic department. Please comment and/or provide a score in the space provided (attach a second page if needed).

1. Personal Statement (Range 0-10)..... **Score** _____

Considerations: Applicant's rationale for selected field of study; relationship between proposed major and future plans; and description of research interest. Applicant's use of grammar/spelling/etc.

2. Academic Information (Range 0-15)..... **Score** _____

Considerations: Can this degree be obtained, given the applicant's academic record and preparation. Overall comments about the applicant's academic performance.

UGPA Cumulative: _____ (last 45 hours if student **has not** graduated or last 60 hours if student graduated)

Graduate GPA Cumulative: _____ (prior graduate work)

Name of national exam taken: _____

Scores: Verbal _____ **Quantitative** _____ **Analytical** _____

3. Letters of Recommendation (Range 0-15)..... **Score** _____

Please summarize your assessment of these letters.

TOTAL _____

Department Information

Department: _____

Prepared by: _____

Preparer Phone: _____

Preparer email: _____

- Is the nominee a U.S. Citizen? Yes No
- Is the nominee a new incoming graduate student? Yes No
- Will your department participate in the "1+1" match if the above applicant is selected by the PROMPT Panel? Yes No
(The "1+1" arrangement means that the Graduate School will support a 50% assistantship for two consecutive years for a **new** student provided that the department would financially support another new student at the same level.)

If "yes," please indicate the name and address of your proposed match applicant who has been formally admitted by the Graduate School:

Match Applicant Name: _____ DAWG Tag #: _____
Last First MI

Field of Study: _____ Master's M.F.A. Doctorate

GPA: _____ (Minimum of 3.0 for Master's/M.F.A. or 3.25 for Doctorate.)

Address: _____ Email: _____

Phone: _____

- Do you wish to request a shared assistantship? Yes No
(A "shared" arrangement means that the Graduate School will support half of the 50% assistantship with the department for one **new** student for two consecutive years. This request may only be made if the department is unable to participate in the "1+1" match. The PROMPT Panel will evaluate a request for a shared assistantship that outlines the department's efforts to recruit underserved students (i.e., reasons for unsuccessful attempts, future recruitment plans, etc.)

If "yes," please explain the department's reason for the request.

Signature of Department Authorized Representative

Date

Submit to: Fellowship Office
Graduate School
Southern Illinois University
1263 Lincoln Dr., Mailcode 4716
Carbondale, IL 62901

Website: <http://gradschool.siu.edu/cost-aid/prompt.html>

PLEASE REPLACE THIS PAGE WITH NOMINEE'S PERSONAL STATEMENT

PLEASE REPLACE THIS PAGE WITH NOMINEE’S LETTERS OF RECOMMENDATION
(Three letters of recommendation are required)

PLEASE REPLACE THIS PAGE WITH NOMINEE'S OFFICIAL TRANSCRIPTS

(Must include official transcripts from ALL schools attended)

(Transcripts from SIU can be unofficial)

(Official transcripts can be originals or copies)

**PLEASE REPLACE THIS PAGE WITH NOMINEE’S OFFICIAL STANDARDIZED TEST SCORE
TRANSCRIPT/REPORT**

(If required for admission to program)

(Acceptable standardized test: GRE, MAT, or GMAT)

(Official standardized test score transcripts can be originals or copies)