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| IMAGE  **Graduate Teaching Fellowship** Committee on Engineering Education | *Application  Guide* |
| **American Society of Mechanical Engineers** |  |

The American Society of Mechanical Engineers (ASME) Graduate Teaching Fellowship Program was established to encourage outstanding graduate students, especially women and minorities, to pursue a doctorate in Mechanical Engineering and encourage engineering education as a profession. The stipend amount is $5,000, and renewal for a second year is possible.

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| **ASME Graduate Teaching Fellowship Program Criteria** |

1. Applicant must be a Ph.D. student in Mechanical Engineering, with a demonstrated interest in a teaching career. A Masters degree or passage of Qualifying Exam is required. A lecture-responsibility teaching assistantship commitment from the applicant’s department is required.
2. In the term of the fellowship, the awardee must teach at least one lecture course. Applicant’s department head must certify, prior to the award or continuation notice, the commitment of a teaching assistantship and the lecture assignment anticipated (course or semester [quarter] need not be specified).
3. Applicant must be a U.S. citizen or permanent resident, have an undergraduate degree from an ABET accredited program, and be an ASME student member.
4. Applicant must submit undergraduate GPA, a current resume, or vitae, two letters of recommendation from faculty or M.S. committee, transcripts of all academic work, and a statement about a faculty career.
5. Awardees are required to submit mid-year and year-end reports of progress.
6. Renewal for a second year is possible, and renewal applications will be assessed alongside new applications.

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| **Email Submission Deadline:**  **Notification of Grant:**  **Grant Awarded:** | **February 15**  **May**  **July / August** |

## Email submission to: ASME Engineering Education

c/o Manager, Engineering Education and Outreach

[EngineeringEducation@asme.org](mailto:EngineeringEducation@asme.org)

Subject: Graduate Teaching Fellowship Application – *[your name here]*

***(See following page for Application Form)***

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| IMAGE  **Graduate Teaching Fellowship** Committee on Engineering Education | | | *Application  Form* |
| **American Society of Mechanical Engineers** | **Email Submission Deadline: February 15** | |

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| 1. | Name: |  | | | | | Date: |  | |
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| 2. | Please check appropriate box: | | ASME Member  U.S.A. Citizen  Permanent Residency Status  in U.S.A. (Visa) | | | **** ****  **** | | |
| 3. | Current School: |  | | | | | | | |
| 4. | Department: |  | | | | | | | |
|  | Name of Dept Head / Chair: |  | | | | | | | |
|  | Email of Dept Head / Chair: |  | | | | | | | |
|  | Phone # of Dept  Head / Chair: |  | | | | | | | |
| 5. | Applicant’s Mailing Address: |  | | | | | | | |
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| 6. | Applicant’s Telephone #: |  | | | | | | | |
| 7. | Applicant’s  E- Mail: |  | | | | | | | |
| 8. | Undergraduate  Degree(s): |  | | | | | | | |
| 9. | Undergraduate  University: |  | | | | | | | |
| 10. | Please check appropriate box: | | Male  Female | ****  **** | | | | |
| 11. | In ONE Complete PDF: Please include the following information with your fully completed application form. All applications must be emailed in electronic format on or before February 15. | | | | | | | | |
|  | 1. Undergraduate accumulative GPA. 2. Resume or Vitae 3. Transcripts of all academic work. 4. Two letters of recommendation from faculty members, especially from M.S. Committee, if appropriate. 5. Certification from department head of a commitment to a lecture-responsibility teaching assistantship and the lecture assignment anticipated. 6. Statement about your anticipated faculty career. | | | | | | | | |
| 12. | Applicant’s Signature: I verify that all the information contained and included in my application is accurate and true to the best of my knowledge. | | | | | | | | |
|  | Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | |

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| **Please send application to:** |
| ASME Engineering Education, EngineeringEducation@asme.org  c/o Manager, Engineering Education and Outreach  Subject: Graduate Teaching Fellowship Application – *[your name here]*  If you have any questions or need additional information let us know at the email above. |