

**ACADEMIC AWARDS FOR GRADUATE STUDENT RESEARCH, CREATIVE ACTIVITY
AND EXEMPLARY PERFORMANCE
(TO BE AWARDED AT MAY 2009 HOODING CEREMONY)**

The College of Graduate and Professional Studies has established three award categories to recognize and encourage excellence in research or creative activity by graduate students. **Only students whose degrees are conferred in Summer 2008 or Fall 2008 or who have completed all requirements for the May 2009 graduation are eligible for awards.** All nominations for awards must be initiated by faculty members. Awards will be given for the best: 1) research based thesis; 2) thesis/final project involving creative activity, such as music, art or creative writing; and 3) work not eligible for either of the first two categories such as exemplary performance in course work, directed study, practicum/internship or graduate assistantship.

Procedure for Submitting Nominations

1. Each College Dean is to form a College Selection Committee to select a maximum of one entry per category for submission to the Graduate Studies Committee on Research and Creative Activity. Please see back of this page for the evaluation format that will be used by the committee.
2. For a student's work to be eligible for this year's award, academic credit for the work must have been completed in the Summer of 2008, Fall 2008, or Spring 2009.
3. The student's major advisor will be responsible for nominating the research-based thesis or creative thesis/final project to the appropriate College Selection Committee. The nomination letter describing the merits of the thesis or project should be sent along with **TWO COPIES** of the thesis or project itself to the dean of the college. In the case of exhibits or recitals, the person submitting the entry should provide tapes or slides and indicate the date and place of the exhibit or recital. Any graduate faculty member familiar with the exemplary performance of a graduate student in course work, a directed study, a practicum/internship, or a graduate assistantship may nominate that student to the appropriate College Selection Committee. The nomination describing the merits of the student's work should be sent in the form of a letter to the dean of the college.
4. Supportive letters from faculty and/or other experts in the field are required and should attest to the originality, quality, and importance of the work.
5. The College Selection Committee will submit **TWO COPIES** of each winning entry and **TWO COPIES OF EACH** supportive letters to the Research and Creative Activities Committee at the address below.
6. Each entry will be awarded a merit score by the Committee on Research and Creative Activities. SEE SAMPLE EVALUATION FORM BELOW. PLEASE NOTE THAT IF THE WORK IS NOT SUBMITTED TO THE APPROPRIATE CATEGORY IT WILL BE RETURNED TO THE COLLEGE DEAN AS INELIGIBLE.
7. Merit scores and committee recommendations for winning projects will be forwarded to the Dean of the College of Graduate and Professional Studies.
8. Each of the award winners will receive \$250 and a plaque commemorating the award at the spring hooding ceremony. **DEADLINE FOR RECEIPT OF ENTRIES BY THE GRADUATE COLLEGE IS FRIDAY, APRIL 10.** It is recommended that each dean appoint a College Selection Committee by March 31. Each College Selection Committee should set its deadline for submission for not later than Friday, April 3, to allow a week to review entries. **College Selection Committees submit a maximum of ONE WINNING ENTRY PER CATEGORY to:** Ms. Sandra Steele, Graduate College, Box 6928. Questions may be directed to Ms. Steele by e-mail: ssteele2@radford.edu or telephone: 831-7163.

SAMPLE

EVALUATION FOR GRADUATE RESEARCH AND CREATIVE ACTIVITY AWARDS

TITLE OF WORK _____

COLLEGE _____

CLASSIFICATION OF WORK

1. Research-based thesis
 2. Thesis/final project involving creative activity such as music, art, or creative writing
 3. Work not eligible for either of the first two categories such as exemplary performance in course work, published paper, paper presentation, directed study, practicum/internship or graduate assistantship

ELIGIBILITY

Is this work submitted to the appropriate category? Yes No
(If no, return to the respective college as ineligible.)

MERIT SCORE INDEX

	LOW	AVERAGE			HIGH
Supporting Letters	1	2	3	4	5
Originality:					
-of concept	1	2	3	4	5
-creativity	1	2	3	4	5
Quality:					
-writing/handling of materials	1	2	3	4	5
-organization/clarity of ideas	1	2	3	4	5
Importance of the work:					
-builds upon existing research base	1	2	3	4	5
-potential for contribution to the discipline	1	2	3	4	5
TOTALS					

TOTAL MERIT SCORE: _____

EVALUATOR COMMENTS:

Place comments about specific strengths and weaknesses on the back of this page and on additional sheets, if necessary.