

UNCF/MELLON PROGRAMS

SCHOLARS TRANSFORMING THE ACADEMY

GUIDELINES, OPPORTUNITIES & RESPONSIBILITIES

**A COMPREHENSIVE GUIDE TO NAVIGATING THE UNCF/MELLON MAYS
UNDERGRADUATE FELLOWSHIP PROGRAM**

CREATED FOR THE 2026 UNCF/MELLON FELLOWS

ABOUT THIS DOCUMENT

*Congratulations! You are now a part of an elite group of scholars, collectively known as the Mellon Mays Undergraduate Fellows. The UNCF/Mellon Fellows join undergraduate Mellon fellows throughout the country as members of one of the most prestigious Ph.D. pipeline programs in the country- **The Mellon Mays Undergraduate Fellowship Program (MMUF)**. We welcome you to this very distinguished community of scholars.*

This manual was created to assist you over the next two years as you navigate and complete your undergraduate fellowship requirements. It is designed to ensure that you are fully aware of the expectations and opportunities associated with the UNCF/Mellon Mays Undergraduate Fellowship Program. Although most of the information and forms that you will need as you matriculate as a fellow are included in this document, you and your mentor will receive e-mail reminders prior to the deadline dates of each opportunity. At the end of most pages, you will find a checklist. This is to ensure that you have not omitted an important step or piece of information when submitting items to the Programs Office or other offices. This manual also includes important information on Mellon Mays affiliate programs with which you will need to acquaint yourself as you journey toward the Ph.D. Information in this document on the Institute for Recruitment of Teachers (IRT), Leadership Alliance, the American Council of Learned Societies (ACLS) and the various opportunities provided by these affiliate programs comes directly from the websites of these Programs. Website addresses are provided. You will be introduced to representatives of these programs during the Summer Institute.

Please retain this document and refer to it when you have questions about the expectations of the Program and the responsibilities and opportunities available to you as a UNCF/Mellon Mays Undergraduate Fellow.

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UNCF/MELLON UNDERGRADUATE FELLOWSHIP PROGRAM

General Statement and Purpose

The Mission of the UNCF/Mellon Programs is to *Transform the Academy* by creating a pipeline of undergraduates who will pursue the Ph.D. in the humanities or particular science and social science disciplines, with the sole intention of becoming faculty members and administrative leaders within the Academy. Participation in the program is open to students at four-year institutions that are members of the United Negro College Fund and Hampton University. Eligible fields include:

- *Anthropology and Archaeology*
- *Area/Cultural/Ethnic/Gender Studies*
- *Art History*
- *Classics*
- *Geography and Population Studies*
- *English*
- *Film, Cinema and Media Studies*
(theoretical focus)
- *Musicology and Ethnomusicology*
- *Foreign Languages and Literatures*
- *History*
- *Linguistics*
- *Literature*
- *Performance Studies (theoretical focus)*
- *Philosophy and Political Theory*
- *Religion and Theology*
- *Sociology*
- *Theater (non-performance focus)*
- *Interdisciplinary Studies:*
Interdisciplinary areas of study may be eligible if they have one or more Mellon fields at their core

It is important to stress that students with interests in law, engineering, early or secondary education or other professional degree programs **are not eligible** for this program and therefore should not be nominated by their home institution. Students with these interests should not accept membership in the Mellon Mays Undergraduate Fellowship Program.

The program will provide work-study compensation for research during the academic year. In addition, it provides summer stipends, graduate school record exam and graduate school application fee assistance, limited international travel funds, research stipends, a mentor support system, a Summer Research Institute following the sophomore year, sponsored independent activity in the post-junior summer, advice and assistance in applying to graduate schools and assistance with selected undergraduate loan repayment for participants who pursue Ph.D. study in one of the specified fields. **If selected, the Fellow will be required to participate in the UNCF/Mellon Programs Summer Institute, June 1 - June 27, 2026.**

Undergraduate Student Stipends**

- | | |
|---|---------------------------------------|
| • Summer Institute Summer Stipend | \$4,500.00 |
| • Academic Term Stipend | \$2,000.00/semester (\$4,000.00/year) |
| • Junior Summer Stipend | \$4,500.00 |
| • GRE Preparation (Seniors only) | \$1,000.00 per senior fellow |
| • Ph.D. Program Application Fees (Seniors only) | \$300.00 per senior fellow |
| • Scholarly Development | \$800.00 per fellow |
| • International Research (limited awards) | Up to \$3000.00 (limited awards) |

****NOTE: The IRS regards stipends as earned income; therefore, you will be expected to pay taxes on your stipends. You will receive a 1099 form at the beginning of the calendar year. Please consult your accountant for questions regarding stipend taxation. All fellows must be registered with UNCF in order to receive stipends.**



MEMBER INSTITUTIONS BY REGION AND ENTRY YEAR*

Northeast (10)

Amherst College '17
Bowdoin College '92
Brown University '92
Connecticut College '08
Dartmouth College '89
Harvard University '89
Smith College '00
Wellesley College '89
Wesleyan University '89
Williams College '89
Yale University '89

New York City (6)

Barnard College '96
CUNY Brooklyn College '89
CUNY Hunter College '88
CUNY New York '92
CUNY Queens College '89
Columbia University '96

Mid-Atlantic (6)

Bryn Mawr College '88
Cornell University '88
Haverford College '00
Howard University '17

Princeton University '89
Swarthmore College '88
University of Pennsylvania
'88

South (6)

Duke University '96
Emory University '00
Rice University '92
UNCF Consortium '89
University of Puerto Rico, '15
University of Texas at
Austin, '14

Midwest (7)

Carleton College '88
Grinnell College '09
Macalester College '00
Northwestern University '08
Oberlin College '88
University of Chicago '88
Washington University
of St. Louis '92

West Coast (10)

California Institute
of Technology '96

California State University
Consortium '17

Claremont Colleges
Consortium, '14

Heritage University '00

Stanford University '89

University of California
at Berkley '08

University of California
at Los Angeles '08

University of
California at Riverside, '14

University of New Mexico,
'14

University of Southern
California '92

Whittier College '08

* Total: 51 Institutions

UNCF MEMBER COLLEGES AND UNIVERSITIES

There are 99 historically black colleges and universities (HBCUs) across the nation. In Title III of the Higher Education Act of 1965, Congress officially defined an HBCU as: an institution whose principal mission was and is the education of black Americans, is accredited and was established before 1964. The first HBCU, Cheyney University in Pennsylvania, was founded in 1837. All HBCUs play a critical role in the American higher education system. For most of America's history, African Americans who received a college education could only receive it from an HBCU.

While the 99 HBCUs represent just 3% of the nation's institutions of higher learning, they enroll **9% of all Black undergraduates** and produce **an estimated 20% of all African American college graduates**. HBCUs, because of their unique sensibility to the special needs of young African American minds, remain the institutions that demonstrate the most effective ability to graduate African American students who are poised to be competitive in the corporate, research, academic, governmental and military arenas.

The United Negro College Fund (UNCF) consortium was founded to primarily support students of African descent attending 37 private institutions and Hampton University.

- [Allen University](#)
- [Benedict College](#)
- [Bennett College for Women](#)
- [Bethune-Cookman University](#)
- [Clafin University](#)
- [Clark Atlanta University](#)
- [Dillard University](#)
- [Edward Waters College](#)
- [Fisk University](#)
- [Florida Memorial University](#)
- [Hampton University](#)
- [Huston-Tillotson University](#)
- [Interdenominational Theological Center](#)
- [Jarvis Christian College](#)
- [Johnson C. Smith University](#)
- [Lane College](#)
- [LeMoyne-Owen College](#)
- [Livingstone College](#)
- [Miles College](#)
- [Morehouse College](#)
- [Morris College](#)
- [Oakwood University](#)
- [Paine College](#)
- [Philander Smith College](#)
- [Rust College](#)
- [Saint Augustine's University](#)
- [Shaw University](#)
- [Spelman College](#)
- [Stillman College](#)
- [Talladega College](#)
- [Texas College](#)
- [Tougaloo College](#)
- [Tuskegee University](#)
- [Virginia Union University](#)
- [Voorhees College](#)
- [Wilberforce University](#)
- [Wiley College](#)
- [Xavier University of Louisiana](#)

UNCF/MMUF SUMMER INSTITUTE

Dates: June 1 - June 27, 2026

Location: Emory University

The Summer Institute takes place during the first summer following your acceptance into the UNCF/Mellon Programs. **PARTICIPATION IN THIS PROGRAM IS MANDATORY.** Some of the goals of the Summer Institute include, but are not limited to:

- expanding students' knowledge of the MMUF Program
- honing students' research and writing skills
- introducing students to techniques for more engaged disciplinary scholarly reading, inquiry, analysis and discussion
- exposing students to interdisciplinary thinking and learning
- developing a research prospectus
- inspiring a greater commitment within students to attain the Ph.D. and teach in higher education

Your stipend for the summer is \$4,500.00. **You will receive an advance of \$2,250.00 by the second week of the Summer Institute.** This advance on the full summer stipend introduces you to the fellowship stipend process that reflects an understanding of a demonstrated commitment to the vision and goals of the Summer Institute. **If you need travel funds prior to the Summer Institute, the UNCF/Mellon Programs Office will deduct travel funds from your summer stipend.** The balance of your stipend will be disbursed following the end of the Summer Institute.

Summer Institute Faculty and Staff

Dr. Cynthia Neal Spence, UNCF/Mellon Programs Director

Dr. Lauren Eldridge Stewart, Co-Director, Summer Institute

Dr. Vincent Willis, Co-Director, Summer Institute

(Please see your Summer Institute Syllabus for a more complete list of all faculty and staff.)

THE UNCF/MELLON UNDERGRADUATE MENTOR

The faculty mentor is a central figure in the Program. The mentor has four general responsibilities.

First, the mentor is to help the fellow prepare for graduate school. This may involve helping the fellow identify useful sources of information or directing the fellow to a person on campus who maintains files on graduate programs.

Second, the mentor is responsible for overseeing the fellow's research project. The project should acquaint the fellow with the disciplinary research methods and applications that scholars follow in a selected discipline. The project should not duplicate the work required in a course, nor should it interfere with the fellow's academic progress. **The project should require intense engagement with the work of leading scholars within the disciplinary field of inquiry.**

Third, the mentor provides opportunities for the fellow to develop teaching skills through practice teaching.

Fourth, the mentor is to be the liaison between the UNCF/Mellon Programs and the fellow. The mentor is also responsible for assisting the fellow with the preparation of reports needed by the program.

1. HELP THE FELLOW PREPARE FOR GRADUATE SCHOOL

- a) Assist the fellow in selecting courses; serve essentially as a faculty advisor to the fellow
- b) Help the fellow identify an area of interest and the summer research programs and scholars in the student's disciplinary field of interest
- c) Aid the fellow in compiling information on graduate departments and fellowship programs
- d) Ensure that the fellow keeps track of deadlines for programs and any applicable examinations, e.g. the Graduate Record Examination
- e) Discuss with the fellow the nature and scope of graduate study within their disciplinary or interdisciplinary field.

2. SUPERVISE AND GUIDE THE FELLOW'S RESEARCH PROJECT

- a) Assist the fellow in conceiving a project, planning it, and carrying it out
- b) Schedule regular periods of contact for review of the research project
- c) Evaluate the research project
- d) Assist fellow with the development of a scholarly bibliography and reading list related to the selected topic

3. THE UNCF/MELLON PROGRAMS SEEK TO FOSTER BOTH TEACHING AND RESEARCH SKILLS. MENTORS ARE ENCOURAGED TO:

- a) Allow the fellow to tutor a class, present a lecture, or develop a section of class
- b) Create opportunities for the fellow to observe the mentor's teaching strategies
- c) Discuss various roles and responsibilities of faculty members

4. SERVE AS A LINK BETWEEN THE UNCF/MELLON PROGRAMS, THE FELLOW AND THE HOME INSTITUTION

- a) Maintain information on the requirements of the Program
- b) Inform the Director and/or Campus Coordinator of any questions or problems that arise from Program requirements
- c) Alert the Director and/or Campus Coordinator of changes in the fellow's status
- d) Assist the Program in monitoring the progress of the fellow and in evaluating activities
- e) Attend the UNCF/Mellon Mentors and Coordinators' Conference, scheduled for early-to mid October
- f) Submit a progress report during the course of the academic year
- g) Submit a final report at the end of that year

THE UNCF/MELLON PROGRAMS OFFICE

The Programs Office may be contacted by either mail, phone, or e-mail.

General Contact Information

UNCF/Mellon Programs
Spelman College
350 Spelman Lane
Box 333
Atlanta, GA 30314

Phone: (404) 270-5685

Website: www.uncfmellon.org

Email: info@uncfmellon.org

Specific Contact Information

Cynthia Neal Spence, Ph.D.
Director, UNCF/Mellon Programs
Associate Professor of Sociology, Spelman College
Founding Director, Spelman College Social Justice Program
Phone: (404) 270-5684
E-Mail Address: cspence@spelman.edu

Ada Jackson
Senior Administrative Assistant
Phone: (404) 270-5685
E-Mail Address: ajackso3@spelman.edu

Gabrielle Wallen
Programs Coordinator
Phone: (404) 270-5685
E-Mail Address: gabriellewallen@spelman.edu

PROGRAMS OFFICE CHALLENGES

The Programs Office is in the process of collecting data on the UNCF/Mellon Fellows who have preceded you, to update our Program statistics. We face numerous challenges as we attempt to contact our UNCF/Mellon Alumni, as their contact information changes, and they neglect to keep us updated. Please note that it is **CRUCIAL** that you keep the Programs Office updated on any changes to your contact information. We want to keep in touch with you so that we can continue to inform you of opportunities that you will be eligible for even after you have graduated. It is also important for us to continue to update our statistics. We also need to be able to provide the Mellon Foundation with correct, updated contact information for you. **We initially obtain your contact information from the MMUF Profile Form that you complete once you have been accepted into the program.** We are asking that each semester, you refer to this checklist, so that you can be certain that you are keeping us up-to-date!



Checklist!

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Has your <u>current</u> mailing address or telephone number changed?
If so, please contact the Programs Office to update your information. |
| ☐ Yes | ☐ No | Has your <u>permanent</u> mailing address or telephone number changed?
If so, please contact the Programs Office to update your information. |
| ☐ Yes | ☐ No | Has your e-mail address changed?
If so, please contact the Programs Office to update your information. |

FREQUENTLY ASKED QUESTIONS

1. Are there funds available to, for example, purchase books, pay for the GRE or supplement the Travel Stipend to attend a Conference with my Mentor?

*You should plan your stipend spending in advance. You may choose to use a portion of your semester stipend to help defray the costs of books and research materials. Alternatively, you are allotted \$800 in the form of a Scholarly Development Fund, which you may use for your travel and research needs. **Senior Fellows** are also allotted \$1,000.00 for GRE preparation and \$300.00 for Ph.D. program application fees.*

2. My prospectus has changed. Do I have to inform the Programs Office?

Yes, once your research topic has changed and your Mentor has approved the new prospectus, please forward the new topic to the Programs Office. Please get in the habit of sharing updates with the Programs Office as they occur.

3. My mentor and I are unable to continue working together? What should we do?

You and your Mentor are required to submit, in writing, the reasons for this development. Your new Mentor must be identified in this correspondence. If there is [a coordinator on your campus](#), the Coordinator should assist with the identification of a new mentor. In addition, your new mentor must make contact with the Programs Office to complete important documents.

4. What is the appropriate use for my Junior Summer Stipend?

The Junior Summer stipend can be used on a project or projects that will help to facilitate a fellow's research and/or graduate school research activities. Fellows may use their stipends for travel to different states to conduct interviews or graduate school visits. Fellows may also use their stipend to participate in summer research programs and/or study abroad programs related to their research. Fellows may even opt to complete summer school courses (for example, intensive research related language courses), but they may not take any courses that can be taken during the academic school year. Fellows may also use the stipend to purchase books and other research materials and to conduct research related experiments.

5. I am unable to graduate on the date that I indicated on my MMUF Profile Form. Will I remain in the Program until I have graduated?

You must contact the Programs Director, Dr. Cynthia Neal Spence, to discuss the reason you are unable to graduate on the date indicated, and the possibility of remaining in the Programs for another semester, or year. The Programs Director will make the final decision.

6. I have to miss a semester of school. What will happen to my Fellowship?

You must contact the Programs Director, Dr. Cynthia Neal Spence, to discuss your reason for missing a semester. Your Fellowship support will cease until you inform the Programs Office of your return to school. In most cases, your Fellowship will be reinstated. The Programs Director will make the final decision.

SOUTHEASTERN REGIONAL CONFERENCE

The Mellon Mays Undergraduate Fellowship Southeastern Regional Conference is designed specifically for Junior and Senior Fellows. This event brings together Mellon Mays Undergraduate Fellows representing Duke, Emory, Howard and Rice Universities, the University of Texas at Austin, the University of Puerto Rico and the UNCF institutions. Fellows will be able to interact with and present their research to their peers and hear from former MMUF Fellows who have gone on to graduate school and who have completed the Ph.D. Fellows will have the opportunity to interact with these MMUF Alumni to gain a better insight into the professional and personal aspects of the journey through and beyond graduate school. **Senior fellows are required to present their research.** Students will be notified of the location for the 2026 MMUF Southeastern Regional Conference.

JUNIOR YEAR SUMMER STIPEND

UNCF/Mellon Fellows completing the junior year are eligible to receive a summer stipend in the amount of \$4,500.00. The summer stipend can be used on a project or projects that will help to facilitate their research and/or graduate school research activities. In the past, Fellows have traveled to different states and countries to conduct interviews, participated in summer research programs, participated in study abroad programs, completed courses in summer school*, purchased books, conducted experiments, prepared for the GRE and visited graduate schools - the possibilities are endless! **However, please note that computer hardware and clothing cannot be purchased with these funds.** Fellows are encouraged to work with their faculty mentor to determine the best use of the stipend. To request these funds, Fellows must complete the Junior Year Summer Stipend Request Form **AND** the Project Description Form. At the end of summer, once Fellows have returned to school for the fall semester, they must complete the Junior Summer Project Summary Form.

** Note: Qualifying Summer School courses must be directly related to the Fellow's research and must not be courses that the fellow can take during the academic school year. An intensive language course which is directly related to the fellow's research is one example of a qualifying summer school course.*

DEADLINE: MARCH 19, 2027
(You may request an extension on this deadline)



Checklist!

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Has your Mentor seen and approved your project proposal and budget? |
| ☐ Yes | ☐ No | Have you submitted your Junior Year Summer Stipend Request Form <u>and</u> the Project Description Form to the Programs Office? |
| ☐ Yes | ☐ No | Do you need an extension on the deadline date?
If so, please contact the Programs Office to make your request. |

PAST USES OF THE JUNIOR SUMMER STIPEND (SUMMER 2025)

JACKSON BUCKNER

MOREHOUSE COLLEGE

- Interned for the National Urban League in New York City
- Visited potential graduate institutions- Harvard University and Yale University

N'DIA CASH

HAMPTON UNIVERSITY

- Conducted independent research
- Accessed databases and journals and also purchased materials for her research
- Attended virtual webinars discussing intersectionality of race and gender within the workplace

WHITNEY COOPER

XAVIER UNIVERSITY OF LOUISIANA

- Attended the PlayUSA Convening in Atlanta, Georgia
- Participated in the Atlanta Music Project Summer Program
- Participated in a study abroad experience in Johannesburg, South Africa
- Visited the University of the Witwatersrand

OMAR CULBREATH

MOREHOUSE COLLEGE

- Conducted independent research in Washington, DC, and New York City
- Participated in the Campbell-Wright HBCU Gullah-Geechee Internship (inaugural cohort)
- Purchased research materials

KADE DAVIS

MOREHOUSE COLLEGE

- Participated in the Yale University Summer Undergraduate Research Fellowship (SURF) through the Leadership Alliance Summer Research Early Identification Program (SR-EIP)
- Purchased research materials

ALEXIS DEAN

TOUGALOO COLLEGE

- Visited potential graduate school- Texas A&M University Kingsville
- Purchased research materials- books and gospel composition scores

ADEN DEJUTE

HUSTON TILLOTSON UNIVERSITY

- Participated in Naropa University's Summer Writing Program
- Purchased research materials

NANDIPHA DUBOIS

XAVIER UNIVERSITY OF LOUISIANA

- Participated in a study abroad experience in Johannesburg, South Africa
- Visited the University of the Witwatersrand
- Traveled to London and Birmingham, United Kingdom where she conducted research

CARIS GREEN

XAVIER UNIVERSITY OF LOUISIANA

- Participated in the Rhodes College Institute for Race and Social Transformation
- Participated in the Jackson State University Summer Opera South (S.O.S.) Boot Camp
- Participated in a study abroad experience in Johannesburg, South Africa
- Visited the University of the Witwatersrand

TRE'VON HENDERSON

MOREHOUSE COLLEGE

- Participated in the Leadership Alliance Summer Research Early Identification Program (SR-EIP) at Harvard University

JAYDA HENDRICKSON

SPELMAN COLLEGE

- Participated in the Yale University Summer Undergraduate Research Fellowship (SURF) through the Leadership Alliance Summer Research Early Identification Program (SR-EIP)
- Conducted archival research at the Beinecke Rare Books and Manuscripts Library, Yale Divinity Library and Sterling Library

MYA JENNINGS

FISK UNIVERSITY

- Conducted independent research
- Purchased research materials

PHAEDRA HYCHE

HAMPTON UNIVERSITY

- Participated in Georgetown University's Political Science Predoctoral Summer Institute
- Participated in the Summer Research Training Program at the University of Chicago

MARIE ANDRE JOYCE ONANA MFEGE

SPELMAN COLLEGE

- Participated in the Yale University Summer Undergraduate Research Fellowship (SURF) through the Leadership Alliance Summer Research Early Identification Program (SR-EIP)
- Purchased materials for her research
- Visited potential graduate institutions- Brown University

NAILAH SAINT-LOUIS

SPELMAN COLLEGE

- Conducted independent research
- Purchased research materials

JASMINE WALKER

FISK UNIVERSITY

- Conducted research in the Fisk University Justice Propulsion Lab
- Visited potential graduate institutions in Minnesota
- Purchased research materials

LINDEN YOUNG

MOREHOUSE COLLEGE

- Participated in the Yale University Summer Undergraduate Research Fellowship (SURF) through the Leadership Alliance Summer Research Early Identification Program (SR-EIP)

- Visited potential graduate institutions- New York University, Columbia University, Massachusetts Institute of Technology, Boston University and Harvard University
- Visited the Schomburg Center for Research in Black Culture and the Metropolitan Museum of Art in New York City

JUNIOR YEAR SUMMER STIPEND REQUEST FORM

NOTE: FELLOWS MUST COMPLETE THIS FORM AND SUBMIT IT WITH THEIR JUNIOR SUMMER STIPEND REQUEST. THE FOLLOWING PAGE IS AN EXAMPLE OF WHAT THE STIPEND REQUEST SHOULD LOOK LIKE. FELLOWS' STIPEND REQUESTS MUST INCLUDE A BRIEF PARAGRAPH DESCRIPTION OF THEIR SUMMER PLANS AND AN ITEMIZED BUDGET. THE BUDGET MUST TOTAL \$4,500.00.

The summer stipend can be used on a project/projects that will help to facilitate the Fellow's research and/or graduate school research activities. **Please note that computer hardware cannot be purchased with these funds.** Fellows are encouraged to work with their faculty mentors to determine the best use of the stipend, and **mentors must sign off on their stipend requests.**

Date:

Fellow's Name:

Fellow's Telephone Number:

Fellow's Mailing Address:

Fellow's Institution:

Amount of Request:

Mentor's Name:

Fellow's Research Topic:

DEADLINE: MARCH 19, 2027

Completed forms should be submitted to:
ajackso3@spelman.edu OR gabriellewallen@spelman.edu

JUNIOR YEAR SUMMER PROJECT DESCRIPTION FORM

DEADLINE: MARCH 19, 2027
(Incomplete requests will not be accepted)

SAMPLE (PLEASE USE THIS AS A GUIDE TO CREATE YOUR OWN REQUEST)

Fellow's Name

Sample Description:

This summer, I will participate in a research program at Northwestern University. The program will give me an opportunity to advance my Mellon research as I work with an esteemed faculty member, Dr. J. Johnson, in the English department. The junior summer research stipend will help to offset some of the expenses related to room and board.

I will also spend time conducting interviews for my research. I will use a portion of my stipend to purchase a digital voice recorder that will assist the interviewing process. I will also spend time furthering my literature review. The purchase of books related to my research topic will be very helpful.

I will also use a portion of my stipend to help offset costs related travel to potential graduate schools. I have been in communication with my mentor regarding my summer plans, and I will continue to communicate with her/him throughout the summer. Please find an itemized budget below.

Item	Cost
Summer living expenses at Northwestern	\$1,300
Books and Materials related to research	\$650
USB Voice Recorder	\$150
Travel, hotel stays and car rental to NYU and UC Berkeley	\$2,400
Total	\$4,500

Completed forms should be submitted to:
ajackso3@spelman.edu OR gabriellewallen@spelman.edu

JUNIOR YEAR SUMMER PROJECT SUMMARY

Upon completion of the Junior Year summer experience, Fellows are required to submit a 1 ½ page summary of their experience. The following questions should be addressed:

- How did you use your funds to enhance your research experience?
- What were some of the highlights of your experience?
- How will your junior year summer experience help to further prepare you for graduate study toward the Ph.D.?

DEADLINE: SEPTEMBER 10, 2027



Checklist!

Have you...

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Completed your Junior Year Summer Project Summary? |
| ☐ Yes | ☐ No | Submitted your completed summary to the Programs Office? |

Summaries should be submitted to:

ajackso3@spelman.edu OR gabriellewallen@spelman.edu

SCHOLARLY DEVELOPMENT, GRADUATE SCHOOL PREPARATION AND INTERNATIONAL RESEARCH TRAVEL STIPENDS

SCHOLARLY DEVELOPMENT FUND

UNCF/Mellon Mays Fellows may request up to **\$800.00** per year for scholarly development. Fellows may use this stipend to assist with expenses related to travel and/or research. For instance, these funds may be used for travel to various conferences, institutions, facilities, or any other destination, in an effort to supplement their research and facilitate the graduate school selection process. Fellows may also use this stipend to assist with expenses related to their research needs. **Fellows will need to complete the [Scholarly Development Fund Request form](#) to request these funds.**

GRADUATE SCHOOL PREPARATION FUND

*(\$1,000 for GRE Preparation **and** \$300 for Ph.D. Program Application Fees)*

UNCF/Mellon Mays **SENIOR** Undergraduate Fellows may request a GRE Preparation stipend of up to **\$1,000.00**. Fellows may use this stipend to assist with expenses related to preparing for the Graduate Record Examination (General Test preparation, testing, and distribution of scores). Fellows will need to complete the GRE Preparation Stipend Request form to request these funds. In addition, Fellows may request an additional \$300 to cover up to three application fees to Ph.D. programs. **Fellows will need to complete the [GRE Preparation Stipend Request](#) and/or the [Ph.D. Program Application Fees Stipend Request](#) forms to request these funds. These are two separate, different forms.**

INTERNATIONAL RESEARCH TRAVEL FUND

The International Research Travel Grant is designed to support the international/global scholarly interests of UNCF/Mellon Fellows and/or participation in intensive language study programs approved by the UNCF/Mellon Programs Office. These grants may be used to supplement pre-existing study abroad plans or to subsidize a summer or fall/spring semester international engagement (for example, attending a conference abroad, conducting research abroad, etc). A limited number of grants of up to **\$3,000.00** per Fellow will be awarded each academic year. Fellows must submit a proposal supporting their need to travel abroad in order to advance their scholarly inquiry and a budget depicting how the funds will be used in order to advance their scholarly research development. **The deadline for submission of proposals is July 30 of each year. Fellows are required to submit a final report detailing how they were able to accomplish their international research goals. Fellows will need to complete the [International Research Travel Fund form](#) to request these funds.**

SCHOLARLY DEVELOPMENT FUND

Travel And Research Funds for Fellows

UNCF/Mellon Mays Fellows may request up to **\$800.00** per year for scholarly development. Fellows may use this stipend to assist with expenses related to travel and/or research. For instance, these funds may be used for travel to various conferences, institutions, facilities, or any other destination, in an effort to supplement their research and facilitate the graduate school selection process. Fellows may also use this stipend to assist with expenses related to their research needs. Fellows will need to complete this Scholarly Development Fund Request form to request these funds. Please click [here](#) to access a fillable copy of this form.

Date:

Fellow's Name:

Fellow's Telephone Number:

Fellow's Mailing Address:

Fellow's Institution:

Amount of Request:

REASON FOR REQUEST (please click in the box below to begin typing):

**PLEASE INCLUDE A BUDGET WITH COST PER ITEM AND GRAND TOTAL ESTIMATE
(please click in the box below to begin typing):**

Completed forms should be submitted to:
ajackso3@spelman.edu OR gabriellewallen@spelman.edu

GRADUATE SCHOOL PREPARATION
Graduate Record Examination (GRE) Preparation Stipend Request

UNCF/Mellon Mays **SENIOR** Undergraduate Fellows may request a GRE Preparation stipend of up to \$1,000.00. Fellows may use this stipend to assist with expenses related to preparing for the Graduate Record Examination (General Test preparation, testing, and distribution of scores). Fellows will need to complete the GRE Preparation Stipend Request form to request these funds. Please click [here](#) to access a fillable copy of this form.

Date:

Fellow's Name:

Fellow's Telephone Number:

Fellow's Mailing Address:

Fellow's Institution:

Amount of Request:

REASON FOR REQUEST (please click in the box below to begin typing):

**PLEASE INCLUDE A BUDGET WITH COST PER ITEM AND GRAND TOTAL ESTIMATE
(please click in the box below to begin typing):**

Completed forms should be submitted to:
ajackso3@spelman.edu OR gabriellewallen@spelman.edu

GRADUATE SCHOOL PREPARATION
Ph.D. Program Application Fees Stipend Request*

UNCF/Mellon Mays **SENIOR** Undergraduate Fellow may request **\$300** to cover up to three application fees to Ph.D. programs. Fellows will need to complete the Ph.D. Program Application Fees Stipend Request form to request these funds. Please click [here](#) to access a fillable copy of this form.

Date:

Fellow's Name:

Fellow's Telephone Number:

Fellow's Mailing Address:

Fellow's Institution:

Amount of Request:

REASON FOR REQUEST (please click in the box below to begin typing):

**PLEASE INCLUDE A BUDGET WITH COST PER ITEM AND GRAND TOTAL ESTIMATE
(please click in the box below to begin typing):**

***PLEASE PROVIDE A COPY OF THE APPLICATION TO VERIFY THE FEE**

Completed forms should be submitted to:
ajackso3@spelman.edu OR gabriellewallen@spelman.edu

UNCF/MELLON UNDERGRADUATE FELLOWSHIP PROGRAM

INTERNATIONAL RESEARCH TRAVEL FUND REQUEST FORM

The International Research Travel Grant is a new initiative designed to support the international/global scholarly interests of UNCF/Mellon Fellows and/or participation in intensive language study programs approved by the UNCF/Mellon Programs Office. These grants may be used to supplement pre-existing study abroad plans or to subsidize a summer or fall/spring semester international engagement (for example, attending a conference abroad, conducting research abroad, etc). A limited number of grants of up to \$3,000.00 per Fellow will be awarded each academic year. Fellows must submit this completed form, a proposal supporting their need to travel abroad in order to advance their scholarly inquiry and a budget depicting how the funds will be used in order to advance their scholarly research development. **Fellows are required to submit a final report detailing how they were able to accomplish their international research goals.** Please click [here](#) to access a fillable copy of this form.

Date: _____

Fellow's Name: _____

Fellow's Telephone Number: _____

Fellow's Mailing Address: _____

Fellow's Institution: _____

Destination: _____

Amount of Request: _____

Proposed Dates of Travel: _____

**FELLOWS ARE REQUIRED TO SUBMIT A FINAL REPORT DETAILING HOW THEY WERE
ABLE TO ACCOMPLISH THEIR INTERNATIONAL RESEARCH GOALS.**

Completed forms should be submitted to:
ajackso3@spelman.edu OR gabriellewallen@spelman.edu

THE INSTITUTE FOR RECRUITMENT OF TEACHERS (IRT)

The Institute for Recruitment of Teachers (IRT) supports talented prospective educators preparing to join the nation's teaching faculties by recruiting outstanding scholars committed to student success and transformative education, counseling them through the graduate school application process, and advocating for sufficient funding for advanced study. IRT graduates have enjoyed remarkable success securing jobs as K-12 teachers, counselors, and principals, as well as professors, university administrators, and leaders.

PROGRAM HISTORY

The Institute for Recruitment of Teachers (IRT) was founded in 1990 by Kelly Wise, former IRT executive director and dean of faculty at Phillips Academy, with a mission to "deepen the pool of talented students entering the teaching profession in our country." The Institute was designed to increase the number of students pursuing advanced degrees for teaching, counseling, and administrative careers at both the K-12 and university levels.

IRT PROGRAM DESCRIPTION

The IRT program is designed for college juniors and seniors, recent graduates, and working professionals who want to continue their graduate education in the humanities, social sciences and education.

All participants receive the following support throughout the graduate school application process at no charge, which include:

- Individualized support and extensive counseling as you clarify your graduate education and career goals, choose graduate programs and apply to a renowned consortium of graduate schools across the country;
- Application fee waivers for 10-12 graduate programs, a savings of at least \$1,000;
- One-on-one coaching and advising as you fine-tune statements of purpose, resumes, and writing samples;
- Personalized support throughout the matriculation and placement decision-making process.

IRT Timeline

IRT applications are accepted between December 1st and March 1st
Applicants are notified of IRT's admissions decisions in May in anticipation of the new cohort starting June 1st

Admissions & Orientation (May)	Summer Pre-Application Advising (June-August*)	Fall Pre-Application Advising (September-November)	Post-Application Advising (December-April)
IRT Scholars: • receive welcome materials from IRT • gain access to IRT-exclusive Canvas course • receive information about GRE prep options • begin researching prospective graduate schools	• receive introductory emails from IRT & Statement of Purpose Advisors • submit assignments on Canvas, respond to surveys, participate in cohort meetings, and watch webinars • sit for all required standardized tests • conduct in-depth graduate school program research • begin compiling application materials such as letters of rec, writing samples, and transcripts <i>*The IRT Office is closed for the month of August</i>	• participate in weekly SOP Advising meetings and submit related Canvas assignments • refine and finalize all graduate school application materials • submit final School List before receiving application fee waiver instructions from IRT office • begin uploading materials to online graduate school applications as early as October Note: IRT Scholars are expected to submit all of their graduate school applications in full by December 1st!	• discuss offers of admission, invitations to interview and visit campus, and funding packages from consortium schools • navigate graduate school communications, prepare for campus visits and interviews, and negotiate and evaluate program offers with guidance from IRT Advisor • submit assignments on Canvas, respond to surveys, participate in cohort meetings, and watch webinars • make a matriculation decision by April 15th

The syllabus consists of traditional and cutting-edge theory and cultural criticism in the disciplines of education, the humanities, and social science designed to introduce students to the philosophical rigors associated with the kinds of texts one encounters throughout graduate study. Programming also includes lectures, writing conferences, debates, and presentations by nationally known educators, artists, and poets. Students also prepare for the GRE and begin work on their statements of purpose.

During the month of July, IRT Scholars will have the opportunity to engage virtually with recruiters from our consortium of graduate schools.

<https://www.andover.edu/about/outreach/irt/irt-programs>

SUMMER RESEARCH OPPORTUNITIES

- **The Leadership Alliance Summer Research - Early Identification Program (SR-EIP)** is a fully paid summer internship that provides undergraduates with training and mentoring in the principles underlying the conduct of research and prepares them to pursue competitive applications to PhD or MD-PhD programs. The SR-EIP offers closely mentored research experiences in the life and physical sciences, social and behavioral sciences, and the humanities at 20 research institutions across the country. SR-EIP Participants:
 - Spend 8–10 weeks at a Leadership Alliance institution.
 - Receive travel and housing expenses from the research institution.
 - Work under the guidance of a faculty or research mentor.
 - Gain theoretical knowledge and practical training in academic research and scientific experimentation.
 - Make oral or poster presentations at the Leadership Alliance National Symposium.
 - Gain access to ongoing resources, mentoring, and professional networks to support your career path as a part of the Leadership Alliance community.
 - Receive professional development mentoring on applying to graduate programs and learn about research careers from alumni.
 - **Who:** Students who have completed at least two semesters and have at least one semester remaining of their undergraduate education by the start of the summer program.
 - **Contact:** The Leadership Alliance Executive Office, theleadershipalliance@brown.edu or 401-863-1474
 - [Summer Research Early Identification Program | The Leadership Alliance](#)

- **The Schomburg-Mellon Humanities Summer Institute** (June – July)

The Schomburg-Mellon Humanities Summer Institute is a four-week fellowship program is open to rising college seniors who are U.S. citizens or permanent residents. The in-person summer institute will provide archival research at the Schomburg Center, dormitory housing, meals each day, and a stipend for 10 rising college seniors. There is no virtual format offered.

 - **Who:** Rising seniors with an interest in Africa and the African Diaspora
 - **Contact:** schomburged@nypl.org.
 - To learn more about the Institute, visit <http://www.nypl.org/help/about-nypl/fellowships-institutes/schomburg-mellon-humanities-summer-institute>

- **The Moore Undergraduate Research Apprentice Program (MURAP) at the University of North Carolina, Chapel Hill**

The Moore Undergraduate Research Apprentice Program (MURAP) at the University of North Carolina-Chapel Hill is a paid summer fellowship designed to foster the entrance of a talented array of students within the humanities, social sciences, and fine arts into graduate programs in U.S. colleges and universities. Open to rising juniors or rising seniors. Fellows are based on their commitment to research and higher education, academic standing, and recommendation letters. MURAP fellows are selected from colleges and universities across the United States to be part of a ten-week, research intensive, graduate school professional development experience at UNC-Chapel Hill. The research process is supported by a core set of classes including writing and research, communication and research presentation skills, professional development activities in partnership with the Graduate School at Carolina, and GRE classes

through Princeton Review. Additionally, each fellow is assigned a librarian with expertise in their research area, and access to UNC-Chapel Hill's extensive library system.

- Who: Students with interests in the Humanities, Social Sciences and Fine Arts
- Contact: murap@unc.edu
- To learn more about the Program, visit <https://stonecenter.unc.edu/moore-undergraduate-research-apprentice-program/>
- **Mellon Mays Undergraduate Fellowship Writing and Research Training Program**

The Mellon Mays Undergraduate Fellowship Writing and Research Training Program at UCLA is a six-week writing and research summer program for 20 current Mellon Mays Fellows from participating Mellon Mays colleges and universities. Fellows participate in a rigorous scholarly writing and research methodology course, individual and group mentoring sessions, workshops, events, and a final research colloquium.

 - Who: Current rising senior Mellon Mays Undergraduate Fellows.
 - Contact: urhass@college.ucla.edu
 - To learn more about the Program, visit <https://hass.ugresearch.ucla.edu/opportunities/mmsummer/>
- **Big Ten Academic Alliance Summer Research Opportunities Program (SROP)**

The Summer Research Opportunities Program (SROP) is a gateway to graduate education at Big Ten Academic Alliance universities. SROP helps prepare undergraduates for graduate study through intensive research experiences with faculty mentors and enrichment activities. The Summer Research Opportunities Program (SROP) is a gateway to graduate education at Big Ten Academic Alliance universities. The goal of the program is to increase the number of underrepresented students who pursue graduate study and research careers. SROP helps prepare undergraduates for graduate study through intensive research experiences with faculty mentors and enrichment activities. Applications must be completed by February 10th, including the transcript upload. Recommendation letters will be accepted until March 1.

 - Who: Students who have completed at least two semesters of undergraduate education by the time of the summer experience and have at least one semester of undergraduate education remaining after completing the summer research experience
 - Contact: srop.coordinator@btaa.org
 - To learn more about the Program, visit <https://www.btaa.org/resources-for/students/srop/overview>
- **MMUF Summer Research Training Program (SRTP) at the University of Chicago**

The MMUF Summer Research Training Program (SRTP) hosted at the University of Chicago prepares current Mellon Mays Undergraduate Fellows for graduate study and rigorous research. During the structured, nine-week program, students in the SRTP complete courses in academic writing and social theory, are closely mentored by advanced graduate students and faculty, attend multiple workshops and make presentations at the Chicago Research Symposium.

 - Who: Current rising senior Mellon Mays Undergraduate Fellows.
 - Contact: SRTPatUChicago@gmail.com To learn more about the Program, visit <https://mellonmays.uchicago.edu/prospective-summer-fellows/>

CALL FOR PAPERS

Get published!

As an MMUF Fellow, you could have your work published in the 2027 MMUF Journal! The purpose of the journal is to give MMUF recipients the opportunity to share their research projects and findings with the Mellon community and beyond, as well as to become familiarized with this critical process in the scholarly trajectory. We strongly encourage you to submit your work for publication submission.

Works may be up to 2500 words in length, double-spaced, and may be the culmination of research conducted under the Mellon program, an excerpt from a thesis or any larger work, or a paper for a favorite class. If excerpting from a thesis or longer work, the submission must still present an original argument and be able to stand as an independent article.

The Call for Papers usually goes out in March each year. It will be emailed to you.

Once you have selected the work that you would like to submit, you must:

- Ask your Mentor to please proofread it
- Make any edits suggested by your Mentor
- Submit the work to our office and Dr. Spence will conduct a final review

Once Dr. Spence approves your work for submission, you will receive further instructions for submitting it to the MMUF Journal Office. The deadline for the submission of works to Dr. Spence is in early June.

Your final, approved work will then be reviewed by the MMUF Journal Editorial Board upon submission and forwarded to the Editor-in-Chief, who will work with authors on final versions.

Links to electronic copies of past MMUF Journals may be found on the [MMUF page](#) of the URAF website.



Checklist!

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Has your mentor reviewed and edited your work? |
| ☐ Yes | ☐ No | Have you e-mailed your submission to the Programs Office?
(Submission deadline to be announced) |

UNCF/MELLON PUBLICATIONS IN THE MELLON MAYS UNDERGRADUATE FELLOWSHIP JOURNAL

2025

Omar Culbreath, Morehouse College: "The Forgotten Matriarch"

Kade Davis, Morehouse College: "Fighting the Frame: How Framing Police Brutality Influences Blame"

2018

Keith Matier, Morehouse College: "Phenomenology and Epistemic Injustices: A Critique of the Original Position"

2017

****Jauhara Ferguson, Spelman College:** "Radical Narratives of Muslim Male Youth: A Critical Investigation of the Media Rhetoric of Radicalization"

2016

****Ariana Brazier, Spelman College:** "Homelessness in Children's Television: The Necessary Delinquent Sentenced to Social Death"

2015

Kerwin Holmes, Jr., Morehouse College: "The Gospel of Slavery: A Study of Antebellum Southern American Christian Thought on African Slavery following the Second Great Awakening – Scholarship On Black Christianity in 19th Century American South"

Hadiya Layla Jones, Spelman College: "Resisting the Matrix: Black Female Agency in Issa Rae's Awkward Black Girl"

Madison Nelson-Turner, Hampton University: "The Madwoman is Out of the Attic: A Literary Analysis on Contemporary Anthologies' Construction of the "Madwoman" in Nineteenth-Century British Women's Literature"

2014

Lauren Highsmith, Hampton University: "Bloodlines: The Significance of Blood in the Battle Royal"

2013

****Leah Barlow, Hampton University:** "What a Life! Sexual Identity as Necessary in *The Brief Wondrous Life of Oscar Wao* by Junot Diaz"

****Mack Curry, Hampton University:** "*Weapons of Mass Creation*"; a poem

2012

****Leah Barlow, Hampton University:** "The Subaltern Speaks: The Colonized Voice Found in *The Lying Days*, *Disgrace*, *None to Accompany Me*, and *Coconut*"

****Jonathan Freeman, Lane College:** "Tools of Resistance: The Involvement of the Militant Wing of the African National Congress in the Dismantling of Apartheid"

****Marla Goins, Johnson C. Smith University:** "Juan Antonio Alix, Dominicanidad and Afro-Acceptance"

LaShawndra Hooks, Hampton University: "Revolving Door: Assessing the Relationship between Recidivism, Environmental Factors and Parental Incarceration among Minority Female Youth"

****Chelsea Johnson, Spelman College:** "Identity, Role, and Self-Representation: The Spelman Experience and Performing for a Gender-Specific Audience"

****Alexia Williams, Spelman College:** "The Color Line, a Female Problem: Sensational Domesticity in Du Bois' *Dark Princess*"

Valerie Williams, Johnson C. Smith University: "The Effects of Salinity and Elevated CO₂ on the Standard Metabolic Rate (SMR) of Clams (*M. mercenaria*)"

2011

****Hadiya Sewer, Spelman College:** "Beauty Standards and Beauty Rituals: An Ethnographic Examination of the Social Implications of Skin Color and Hair Texture on the Black Identity in Morocco"

2010

****Christiana Betts, Hampton University:** "The Show Must Go On! Creating a Place in Maxine Hong Kingston's *Tripmaster Monkey: His Fake Book*"

****Kimberly Love, Tuskegee University:** "Remembering *Beloved* and Discovering *A Mercy*: The Roles of Patriarchy, Capitalism, and Race During Slavery"

Juliana Partridge, Spelman College: "Multiracial Racial Identity in Contemporary America: An Overview"

Alonzo Vereen, Morehouse College: "One's Heritage Does Not Define Oneself: An Analysis of Factors that Contributed to Dr. Martin Luther King, Jr.'s Writings and Speeches"

2009

****Darius Scott, Morehouse College:** "For the People, By the People: Secondhand Shopping Spaces"

2008

Priscilla Alexander, Paine College: "The Line Integral and Its Application"

Mia Ellis, Tougaloo College: "From Blackface to Bling Bling: Tracing the Images of African American Women and Men in Minstrel Shows and Rap Music Videos"

****Selah Johnson, Spelman College:** "Liberation on the Brinks: A Comparative Study on the Goals and Achievements of the Cuban Revolution, the Civil Rights, and Black Power Movements in the United States"

****Jarvis McInnis, Tougaloo College:** "A 'Long Black Song' in Verse"

Ebone McFarland, Hampton University: "Deconstructing Blackness: Analyzing the Characterization of the Black Middle Class Construct in Sarah Phillips by Andrea Lee"

****Jameliah Shorter, Paine College:** "Our Mothers' Gardens"

Adam E. Smith, Tougaloo College: "Traditional Sub-Saharan African Music: An Investigation of Its Inherent Complexities through Theoretical and Mathematical Reasoning"

2007

Essence Caleb, Johnson C. Smith University: "Loving My Blackness: Racial Passing and the Dark Skin Perspective"

****Jessica Edwards, Spelman College:** "How Fiction Informs History: Women in the Modern Civil Rights Era (1954 - 1965)"

****Glenn Holtzman, University of Cape Town Langarm:** "The Social Dance and Music of the Coloured People of South Africa"

****Calista Kelly, Paine College:** "Looking at Black English and Its Use in the Historically Black Institution"

Marcus McArthur, Morehouse College: "The More Peculiar Institution"

****Brandy Thomas, Paine College:** "A Comparative, Exploratory Study of the Role and Place of African American Women in the Struggle for Civil Rights and South African Women in the Struggle against Apartheid"

2006

Maurice Pogue, Tuskegee University: "Sutpen the Half Human"

2004

Brandon Geter, Tuskegee University: "The Birth of *Soul* and the African American Vernacular Tradition"

****Kim Green, Claflin University:** "Bronze Muses: A Comparative Analysis of the Social Protest Poetry of Frances Ellen Watkins Harper and Sonia Sanchez"

****Derrick Spires, Tougaloo College:** "*Invisible Man*: The Quest for *His-story*"

****Kamauru Johnson, Morehouse College:** "Aristotelian Excellence in Three Plays?"

2003

Tomiko Ballantyne-Nisbett, Spelman College: "The Origins and Influence of Women's Organisations in Ghana"

****Sabine Cadeau, Xavier University:** "Jean Jacques Rousseau: Essentialist of Anti-essentialist"

2001

****Deidre Wheaton, Dillard University:** "Defying Definition and 'Creating Something Else To Be': A Critical Study of Selected Autobiographies by Women of Color"

2000

****LaRose Davis, Hampton University:** "'Spoken Like a Man': Voice and Power in *Agamemnon*"

Ayana Free, Spelman College: "A Lacanian analysis of Senghor's *Femme Noire*"

Kenitra Hairston, Tougaloo College: "The Manacles of Freedom: Theorizing Existentialism through Jean-Paul Sartre's *The Flies*"

Jeffrey Jones, Paine College: "Male and Female Perspective on Slave Life: Examining the Narratives of Frederick Douglas and Harriet Jacobs"

****Tanya Huelett, Spelman College:** "Instances of the Use of Obeah in Jamaican Slave Society"

****Michael Ralph, Morris Brown College:** "Education and Scribal Training in Ancient Kemet: A Philosophical and Philological Analysis"

**** Fellows who have earned the Ph.D.**

THE ANNUAL MMUF GRADUATE STUDENT SUMMER CONFERENCE

This annual event provides opportunities for fellows to learn important skills for navigating the early years of graduate school, as well as time for intellectual engagement and community-building with Mellon fellows across generations. Applications for the Conference usually open in April and the Conference takes place in June. You will receive further information about this Conference via email.

ELIGIBILITY:

Participation in the Summer Conference is open to MMUF fellows who fall into one of three categories.

- Graduating seniors **who will enroll in a PhD program in a [designated](#) fields in the Fall**
- Fellows who took **gap years and will enroll in a PhD program in a Mellon-approved field in the Fall**
- Graduate students in years one through three of a PhD program in a Mellon-approved field.

MELLON MAYS GAP ASSISTANCE PROGRAM (GAP)

Fellows participating in the Mellon Mays Graduate Assistance Program (GAP) bring diverse perspectives to their graduate studies. The GAP helps Mellon Mays Fellows who have recently graduated maintain their graduate school ambitions and progress towards an academic career. Fellows gather to workshop applications and statements of purpose, determine the fit of graduate programs, and network with past Fellows.

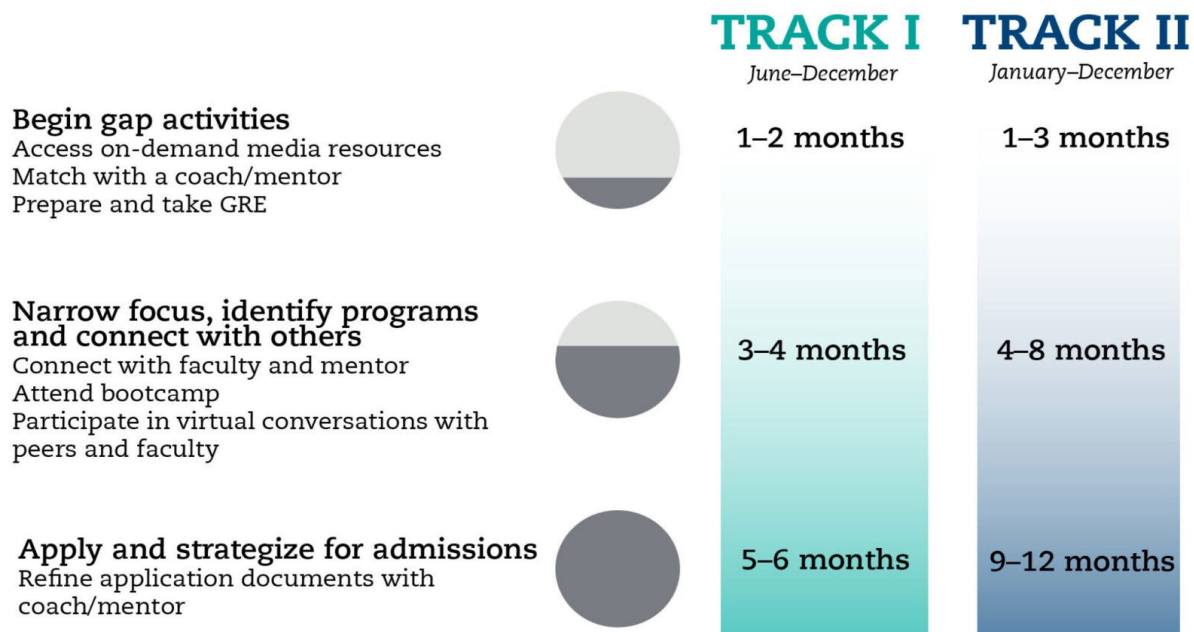
This program is open only to alumni of the Mellon Mays Undergraduate Fellowship and funded by the Mellon Foundation.

Mellon Mays Gap Assistance Program

When there's a gap between earning your undergraduate degree and pursuing your Ph.D., reduced contact with the academy, time management concerns, work-life balance, and other issues can make it more challenging to complete your application to a doctoral program.

Mellon Mays GAP provides the resources that Mellon Mays Fellows who are now successful graduate students and Ph.D.s cited as critical for getting through the gap year(s):

- Structured template of gap year activities with staff follow-up and accountability with peers on your track.
- Live and on-demand media resources including webinar courses, handouts, video interviews with more senior Fellows.
- Predoctoral coaching and mentoring, regional events and virtual conversations.
- Intensive bootcamps in spring and fall (most expenses paid) to prepare for graduate school.



GAP Fellows are placed on one of two tracks — either a six-month or a full-year curriculum — based on their timeline to apply to graduate school. More information is available at <https://citizensandscholars.org/mellon-mays-gap/> or contact MellonMaysGAP@citizensandscholars.org

UNCF/MELLON PROGRAMS LOAN REPAYMENT

MMUF Fellows entering PhD programs in [eligible fields of study](#) within 39 months of graduation from their undergraduate institution are eligible for repayment of their undergraduate loans up to a maximum of \$10,000. MFAs **may be** eligible for up to \$5,000 in loan repayment. In order to qualify, an MFA program must be research-based or theoretical as opposed to performance-based (i.e., leading to a faculty career rather than a performing career). Only undergraduate debt accrued through Perkins, Stafford, or college loan programs qualify for repayment.

CONDITIONS OF LOAN REPAYMENT (PLEASE READ CAREFULLY):

Fellows in the UNCF/Mellon Undergraduate Fellowship Program are eligible to have repaid **up to \$10,000.00** of their undergraduate educational loans under the following conditions:

- The fellow is **pursuing full-time graduate work toward the Ph.D. degree in one of the following fields:**
Anthropology and Archaeology, Area/Cultural/Ethnic/Gender Studies, Art History, Classics, Geography and Population Studies, English, Film, Cinema and Media Studies (theoretical focus), Musicology, Ethnomusicology and Music Theory, Foreign Languages and Literatures, History, Linguistics, Literature, Performance Studies (theoretical focus), Philosophy and Political Theory, Religion and Theology, Sociology, Theater (theoretical focus), Interdisciplinary Studies: Interdisciplinary areas of study may be eligible if they have one or more eligible fields at their core
- The fellow must enter graduate school no later than 39 months after receiving the undergraduate degree.

For fellows who fulfill the above conditions, the Mellon Foundation, through the UNCF/Mellon Undergraduate Fellowship Program, will repay one-eighth of their total undergraduate loan indebtedness (up to a maximum of \$1,250.00 per year) for each of the first four years of graduate study toward the Ph.D.) The remaining balance of their undergraduate loan indebtedness (up to \$5,000.00 will be repaid after the receipt of the Ph.D., which should be completed within six years from the start of graduate school.)

*As of 2002, as an enhancement to the MMUF Program, loan repayment has been approved for **graduate students who have completed the Ph.D.** who have not used the loan repayment allocation to repay undergraduate loans, but who have taken out designated educational loans from recognized lenders for graduate study. A letter from your dissertation committee chair, confirming completion of the Ph.D. is required. Please also complete the attached Loan Repayment Agreement form, and submit with the letter of confirmation.

PROCEDURES FOR LOAN REPAYMENT

At the end of each of the first four years of graduate study, fellows must request a **transcript showing full-time graduate study** and a **confirmation from their graduate department** that normal progress is being made toward the Ph.D. degree. At the same time, fellows should **alert the lender of the loan that a check will be awarded** through the Mellon Foundation Grant to reduce their indebtedness. They should **request a statement of their total loan indebtedness from the lender** of the loan so that a check can be issued.

Fellows must send the following to the UNCF/Mellon Programs Office:

- The loan repayment agreement form (attached)
- The transcript showing full-time graduate study
- The letter from their graduate department confirming satisfactory progress
- The statement of total loan indebtedness from the lender (with name and address of the lender)
- **The lender** must complete a UNCF Vendor Information Form and W9 which should then be mailed or emailed to the Programs Office. Please contact the Programs Office for a copy of these forms.

A check will be sent from the Program Account directly to the holder of the loan. A receipt in the form of a reissued statement of the account will be then sent to the fellow for his or her own records. If a fellow borrowed from both Stafford/GSL and Perkins/NDSL programs, it is to the fellow's advantage to choose to repay the Stafford/GSL loan first because of the higher interest.

After receipt of the Ph.D., proof of a valid degree is required to release the remainder of the available funds. Again, fellows must provide the name and address of the holder of the loan to be repaid and a statement of its current status.

If a student has undergraduate debt totaling less than \$10,000, the remaining loan repayment funds may be used to repay graduate students loans. Graduate students loans may only be repaid upon completion of the PhD. The total amount of loan repayment funds will not exceed \$10,000 and may only be used toward designated educational loans from recognized lenders for graduate study.

LOAN REPAYMENT AGREEMENT

I have read the terms of the Loan Repayment, and I agree to the terms of the loan repayment plan as outlined in the **Terms of Loan Repayment for Fellows in the UNCF/Mellon Undergraduate Fellowship Program**.

NAME: _____

SS#: _____

SIGNATURE: _____ DATE: _____

MAILING ADDRESS:

PHONE: _____

E-MAIL ADDRESS: _____

Briefly describe below your plans for the academic year:

****PLEASE RETURN THIS FORM WHEN SUBMITTING THE OTHER REQUIRED DOCUMENTS****

THE MMUF ONLINE SURVEY

You received the MMUF Profile Form with your award letter. You were asked to complete this form, and return it to the Programs Office. This form is kept on file in the Programs Office. However, you must also complete the Mellon Foundation's on-line profile form. The Programs Office sends the names and e-mail addresses of all UNCF/Mellon Fellows to the Mellon Foundation. Fellows will then receive an email from the Mellon Foundation with their user ID, password, and instructions for completing the online Profile Form. **All new fellows must complete and submit the Profile Form in order to become an official member of the MMUF program.** Continuing students in the program will receive an email reminder each year with instructions for completing the online Annual Update Form. **It is required that all participants in the MMUF program complete and submit an annual online survey to the Mellon Foundation. The Annual Update Form is required of all students, regardless of whether they pursue graduate school.** For statistical and assessment purposes, it is imperative that the Foundation keeps ongoing records of all students in the program. The web address for the online survey is <https://www.mmuf.org/user/login?current=front>

IT IS CRUCIAL THAT YOU COMPLETE THE ON-LINE SURVEY FORM. IF YOU DO NOT, YOU WILL NOT BE RECOGNIZED AS AN MMUF FELLOW!

Please do not accidentally delete the e-mail from the Foundation! For those of you who have filters on your e-mail accounts that will automatically place e-mails from unknown sources in a spam folder, please look carefully through your spam folder for the e-mail from the Foundation.



Checklist!

Have you....

☐ Yes ☐ No Completed the MMUF Online Survey?



Please note!

Each academic year, you will be required to complete an Annual Update for the Mellon Foundation.

You will receive an e-mail from the Foundation reminding you to do so.

TRANSCRIPTS

At the **end of each semester (December and May)**, once your final grades for that semester have been recorded on your transcript, please be sure to send a copy (official or unofficial) to the Programs Office.



Checklist!

Have you....

☐ Yes

☐ No Sent a copy of your transcript to the Programs Office?

ANNUAL REPORTS (JUNIOR FELLOWS)

At the **end of your Junior year** in the Program (**May 2027**), you and your mentor are required to submit the following information to the Programs Office so that we can follow your progress as you advance through the Program. *Fall stipends will be withheld from fellows with missing or incomplete reports.*

- **Mentor's Statement (TO BE COMPLETED BY THE MENTOR):** A brief statement from the mentor that might include, among other things, a description of the activities that you and your fellow shared, the nature of your mentoring arrangement, successes and problems, and suggestions for future mentors
- **Fellow's Statement (TO BE COMPLETED BY THE FELLOW):** A brief statement from the Fellow describing the mentor-fellow relationship
- **Transcript:** Your most recent transcript, official or unofficial
- **Research Narrative:** An update on the progress of your research or your research paper as it is at this point.



Checklist!

Have you...

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Completed and submitted your Fellow's Statement? |
| ☐ Yes | ☐ No | Completed and submitted your Transcript |
| ☐ Yes | ☐ No | Submitted your Research Narrative? |

Has your...

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Mentor Completed and submitted his/her Mentor's Statement? |
|------------------------------|-----------------------------|--|

ANNUAL REPORTS (SENIOR FELLOWS)

At the **end of your Senior year** in the Program (**May 20278**), you and your mentor are required to submit the following information to the Programs Office.

- **Mentor's Statement (TO BE COMPLETED BY THE MENTOR):** A brief statement from the mentor that might include, among other things, a description of the activities that you and your fellow shared, the nature of your mentoring arrangement, successes and problems, and suggestions for future mentors
- **Fellow's Statement (TO BE COMPLETED BY THE FELLOW):** A brief statement from the Fellow describing the mentor-fellow relationship
- **Transcript:** Your most recent transcript, official or unofficial
- **Research:** Your completed research paper



Checklist!

Have you...

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Completed and submitted your Fellow's Statement? |
| ☐ Yes | ☐ No | Completed and submitted your Transcript |
| ☐ Yes | ☐ No | Completed and submitted your Research Paper |

Has your...

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Mentor Completed and submitted his/her Mentor's Statement? |
|------------------------------|-----------------------------|--|

Post-baccalaureate Plans

- | | | |
|------------------------------|-----------------------------|--|
| ☐ Yes | ☐ No | Have you informed the Programs Office about your plans following graduation? |
|------------------------------|-----------------------------|--|

If you are continuing to graduate school, please let us know which institution you plan on attending, what degree you are pursuing and in what field. If you are taking a gap year and plan to work, please let us know where. Once you go on to graduate school, or even if you take time off to work before going on to graduate school, we need to know what you are doing, so that we can account for all of our Fellows!

A STATEMENT ABOUT STIPENDS AND TAXES

Under the Internal Revenue Code, scholarship and fellowship income are generally included as gross income for federal income tax purposes. Therefore, you will be expected to pay taxes on your stipends. You will receive a 1099 form at the beginning of the calendar year. The UNCF/Mellon Programs office does not provide tax advice; you should consult your personal tax advisor with any questions or concerns.