

Requirements for the PhD Proposal:

The Graduate Affairs Committee met and discussed at length the PhD proposal and the goals for student development that the program is striving to achieve. These goals are to prepare the student to competently compose and present a research plan, present themselves to potential employers, and to reflect and self-evaluate.

The committee is proposing several changes to the current format.

Changes to the PhD proposal:

1. All students will write the proposal in the format of a F31 proposal with a one-page specific aims page and 6-page research strategy.
2. Students are highly encouraged, but not required, to submit their PhD proposal as a NIH F31 grant proposal. Submission to another scientific foundation (i.e. AHA, ACS, etc) is also encouraged.
3. The list of components that are required in the PhD proposal is below. All students must follow the instructions (attached) on format and content that are specified for NIH F31 proposals. The page numbers below indicate the pages in the NIH Fellowship Instructions (attached) where detailed information on content and links to formatting can be found.

Contents of the PhD Proposal:

1. Project Summary/ Abstract (see pages F-35 to F-36)
 2. Project Narrative (see page F-36)
 3. Specific Aims (see page F-58 to F-59)
 4. Research Strategy (see pages F-59 to F-61)
 5. Bibliography/ References Cited (see pages F-36 and F-37)
 6. Student Biographical Sketch (see pages F-47 to F-51; no more than 5 pages in length)
 7. Statement of Applicant's Background and Goals for Fellowship Training (see pages F-57 to F-58)
 8. Selection of Sponsor and Institution Statement (see page F-62)
 9. Vertebrate Animals and/ or Human Subjects Sections, if applicable (see pages F-67 to F-68)
 10. Select Agents Research (see page F-69 to F-70)
4. Your dissertation committee will be responsible for ensuring that you have all of the above components in your PhD proposal before they will sign the PhD proposal defense form. In addition, students are required to submit a hard copy of the final completed PhD proposal, containing all of the above items, with the Proposal Defense Form to obtain the signature of the Director of Graduate Studies. A completed proposal is required before a student will be allowed to advance to PhD candidacy.

NIH Fellowship Instructions:

<https://grants.nih.gov/grants/how-to-apply-application-guide/forms-e/fellowship-forms-e.pdf>