



Amgen Scholars U.S. Program

U.S. Alumni Travel Awards Spring Deadline: April 15, 2011

Introduction

The Amgen Scholars Program seeks to increase research proficiency and to promote professional networking opportunities for program alumni who are committed to scientific careers. All U.S. alumni of the Amgen Scholars Program who a) are currently enrolled in a graduate degree program in an Amgen-related science or engineering field and b) have been selected to participate in a research conference are invited to apply. The Amgen Scholars U.S. Alumni Travel Awards are intended to provide partial support under \$4,000 for national or international conference expenses. Applicants must meet all eligibility requirements and application deadlines to be considered. Funding for these travel awards is available through the generous support of the Amgen Foundation.

Eligibility

To be eligible you must be:

- an alumnus/a of the U.S. Amgen Scholars Program
- currently enrolled in a graduate program in an Amgen-related science or engineering field (PhD, MD/PhD or master's)
- selected to participate in an upcoming research conference; proof of participation is required at the time of application

Selection Criteria

Applicants are chosen on the basis of the following criteria:

- satisfactory participation in and completion of an Amgen Scholars Program summer research experience
- unmet financial need related to conference attendance and participation
- demonstrated academic achievement and excellence based on the transcript, academic CV, and faculty reference letter
- importance of the research conference to the applicant's scientific development, academic achievement and professional networking

Note: Priority will be given to first-time applicants. Alumni may apply more than once for the travel award, but alumni may receive the award only one time.

Requirements

- We encourage applicants also to explore other sources of funding. **Applicants are required to report funding from other sources to the Amgen Scholars U.S. Program Office at any time during the application process.** The amount of the final award will be determined based on a combination of merit and need. The selection committee reserves the right to withdraw funding from candidates who withhold information.
- Recipients, once notified, must agree to submit a brief, one-page statement about their conference research experiences within three weeks of the conference date.
- Once disbursed, funding must be used for the purposes outlined in the travel award application and award letter or returned to the Amgen Scholars U.S. Program Office.



Amgen Scholars U.S. Program

Application Checklist

By the application deadline, candidates should submit **one copy** of the following required materials to the U.S. Amgen Scholars Program Office. All materials, including the sealed faculty reference letter and official transcript, should be sent in the same packet with the applicant's name clearly marked on each document. An application will not be considered if any materials are missing.

- complete application form
- a budget worksheet outlining total conference expenses minus other funding (use sample worksheet on application form as a guideline)
- an abstract
- one faculty evaluator form attached to the faculty reference letter
- one reference letter from a faculty member who has served as a recent supervisor of your research
- a conference acceptance letter
- academic CV

Timeline

March 4	Travel Award announced to Amgen Scholars alumni
April 15	Travel Award applications due to the Amgen Scholars U.S. Program Office
April 22	Travel Award applications forwarded to the funding committee
May 12	Funding committee convenes to select recipients
May 13	Travel Award recipients notified by email
May 20	Deadline for recipients to accept the Travel Award
May 31	Travel Award disbursed
August 1	Award Recipients submit a one-page statement about their conference experiences to the Amgen Scholars U.S. Program Office

Contact Information

Applicants may direct any inquiries to the Amgen Scholars U.S. Program Office:

Amgen Scholars Program U.S. Alumni Travel Awards

Amgen Scholars U.S. Program Office

MIT, 77 Massachusetts Avenue, W31-223

Cambridge, MA 02139

Phone: 617-253-2620

Email: asp-npo@mit.edu



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Application Process: By the application deadline, candidates should submit the application form along with the following materials to:

Amgen Scholars Program U.S. Alumni Travel Awards
Amgen Scholars U.S. Program Office
MIT, 77 Massachusetts Avenue, W31-223
Cambridge, MA 02139

Application Checklist:

- complete application form
- a budget worksheet outlining total conference expenses minus other funding (use sample worksheet below as a guide)
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- one reference letter from a faculty member who has served as a recent supervisor of your research
- a conference acceptance letter
- academic CV

Notifications: Selected applicants will be notified by May 13. Funding will be disbursed by May 31. Direct all inquiries to: asp-npo@mit.edu or 617-253-2620.

Applicant Full Name (first, middle initial, last): _____

Gender: _____

Telephone: _____ Email: _____

Current mailing address: _____

Permanent mailing address: _____

Amgen Scholars Program Host University: _____ Year of Participation in Amgen Scholars Program: _____

Undergraduate Institution: _____ Graduate Institution: _____

Current Advisor/Research Mentor Name (title, first, last): _____

Current Advisor/Research Mentor Email: _____

Academic major/s or research area/s: _____

Current Degree Type (please check one): ____ PhD ____ MD/PhD ____ Master's	Current Year Enrolled as a Graduate Student: _____ Cumulative GPA (Current Institution): _____
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Complete Name of Conference: _____

Dates and Location of Conference: _____

Conference Registration Deadline: _____

Total Amount Requested (attach budget worksheet, sample included below): _____

SAMPLE BUDGET WORKSHEET

Total Funding Requested: _____

Total Funding Received and Source: _____

Conference Registration: _____

Accommodations: _____

Flight: _____

Meals: _____

Other Transportation (taxi, shuttles): _____

Misc. Costs (please specify): _____

Have you applied for other sources of funding? _____yes _____no

If yes, please identify source, amount, and expected notification date: _____

I attest that all the information provided, to the best of my knowledge, is accurate.

Applicant's Signature: _____ Date: _____

All award recipients should note that there might be a tax liability with the travel award. Please contact a tax advisor.



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FACULTY EVALUATION FORM

Applicant:

Please include your full name below and ask a faculty member who has served as a recent supervisor of your research to complete Part I and Part II of the form. The reference letter should be sealed in a separate envelope, signed by the faculty member and returned to you. All application materials should be sent in one packet to:

Amgen Scholars Program U.S. Alumni Travel Awards
Amgen Scholars U.S. Program Office
MIT, 77 Massachusetts Avenue, W31-223
Cambridge, MA 02139

Faculty Evaluator:

Part I:

Applicant Full Name: _____

Faculty Evaluator Full Name: _____

Evaluator College/University: _____

Evaluator Academic Title: _____

Phone: _____ Email: _____

In what capacity do you know the applicant? _____

How long have you known the applicant? _____

How does the applicant compare with his or her peer group in academic ability?

Excellent _____ Very Good _____ Good _____ Fair _____ Poor _____

Part II:

Please complete Part I and return along with a separate reference letter in a sealed and signed envelope to the applicant for submission to the Amgen Scholars U.S. Program Office.