

DOLORES ZHRAB LIEBMANN FUND – CONDITIONS FOR 2025-2026

AND CALL FOR APPLICATIONS

DEADLINE TO APPLY: DECEMBER 18, 2024

CANDIDATE QUALIFICATIONS

1. Fellowships are available to students who are currently enrolled in and pursuing a **graduate degree** at a **designated** institution of higher learning located in the United States of America. **Undergraduate students are no longer qualified candidates.**
2. The program of study being pursued by the candidate may include any recognized field of study in the humanities, social sciences, or natural sciences (including law, medicine, engineering, architecture or other formal professional training). **The selection committee has a strong preference for supporting scholarly endeavors.**
3. The candidate must have **received a baccalaureate degree** at the time of application and have an outstanding undergraduate record.
4. The candidate must demonstrate a **need for financial assistance.**
5. The candidate must be a **citizen of the United States of America.**
6. The candidate may be of **any national descent** or background.

FELLOWSHIP DETAILS

1. The amount of each Fellowship will cover actual **tuition cost only (no fees)** plus an \$18,000 annual **stipend** to be allocated towards room, board and ordinary living expenses, as well as any income taxes thereon.
2. The recipient of a Fellowship shall be known as a Dolores Zohrab Liebmann Fellow.
3. Fellowships are awarded **annually**. Each Fellow **MUST APPLY FOR A RENEWAL** of his or her fellowship by **March 31st** of the following year in accordance with the terms in effect at the time the fellowship is awarded. **(No reminder will be sent.)** Fellowships will be limited to a **maximum of three years.**
4. If a student needs to defer to study abroad an email must be sent to Cory Whitlock notifying as such and can only be deferred once up to one academic year.
5. A Fellowship **may be canceled at any time** if a Fellow engages in misconduct affecting the Fund, breaches any of these rules or provides false information to the Fund either directly or indirectly.

APPLICATION PROCESS

1. Designated Institutions facilitate the application process for its students. Students must submit Applications and supporting documents through the School. Notifications will be sent to both the school and the student in June.
2. Students **SHOULD NOT** contact JPMorgan or members of the selection committee.

Please read the following page carefully for detailed information about application materials.

Please ensure that each page has your name written at the top right and that you sign/date the application on page 4.

Eligible Emory students must submit materials exactly in the order listed below as **one PDF file**, by **December 18, 2024**. **Make sure to name your file correctly: last name, first name – Emory University** (e.g., Smith, John – Emory University.pdf).

We will not contact you for any missing materials: applications that are missing files or in the wrong order will be considered incomplete. **Submit in exact order listed below as one PDF file to:** LGS.profdev@emory.edu. **Include your Emory Student ID #** in the email.

This checklist page should be the first page (do not include page 1 above) with all boxes checked below to affirm that you have included all required items in the correct order:

- A completed and signed Application.
- One copy of your personal vitae or résumé.
- Certified copies of all undergraduate and graduate transcripts to date.
- Copy of graduate exam test scores (if applicable).
- A Statement of Purpose up to three pages long (double spaced) which considers the relationship between your graduate level study and your intended personal and/or professional goals. Your Statement of Purpose must include a 10-15 line abstract at the top (included in the three pages) that explains, in **LAYMAN'S** terms, the essence of your proposed topic of study or dissertation, the methodology of its treatment and its anticipated impact on your field of study.
- Letter of Recommendation from Dean of Graduate School or Department Chair. (OPTIONAL). Please note that we will not be able to obtain the letter from the Dean.
- Letters of Recommendation from at least two professors who have taught or worked closely with you. (REQUIRED)
- Copy of your Free Application for Federal Student Aid. (FASFA)
- Financial Aid information from the University or other applicable source.
- Copies of Federal Income Tax Returns for the prior two years (including spouse's returns, if applicable). **Only submit Tax Return Form – DO NOT send schedules, etc.**

EMORY STUDENT ID NUMBER: _____

**** If any of the documents above are not applicable, please include a statement in its place in the application packet that explains why the item is not applicable.***

***** Please DO NOT email JPMorgan with any questions. Contact us and we may contact JPMorgan if needed.***