Request for Graduate Summer Funding
(Submit by February 15 to the chairperson in RLL)

Name & Student ID:

_______________________________________________________________

Indicate (circle) any other sources of summer funding:
Summer Institute; REH; Summer School teaching; Other (specify)

Summer Funding Options

1. Request to fund SCHOLARLY WORK / SPECIALIZED TRAINING

*Attach a 250 word description of the scholarly work / specialized training you intend to carry out over the summer. Please refer to Guidelines below to identify various activities that qualify for this type of funding. A detailed budget (travel, lodging, tuition/registration fees) is required with the request for this support.

2. Request to fund DISSERTATION RESEARCH

*Attach a 250 word description of the research you intend to carry out over the summer. Please refer to Guidelines below regarding eligibility for this type of funding. A detailed budget (travel, lodging, food, registration fees, and other research-related expenses) is required with the request for this support. Please indicate the date the comprehensive exams were successfully completed.

3. Request for TUITION REMISSION (at Washington University)

If you are planning to take a summer course (such as a graduate translation course) in order to satisfy one of the two language requirements please indicate in the space provided. You can combine this request with any of the above funding options.

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4. Request for a RESEARCH ASSISTANTSHIP

Faculty member with whom you have arranged to work as Research Assistant

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*Attach a brief description of your project/responsibilities as RA. This request needs to be signed/endorsed by the faculty member you will work with. Maximum time commitment per summer: 90 hours.
Summer Funding Guidelines

The Department will supplement June payments from the Graduate School for all students in the program.

Students who wish to devote their summer to such routine activities such as preparing for exams or writing the dissertation DO NOT NEED to submit an application for summer support. Funding will be granted automatically to all such students, provided that they are in good standing in the program.

Students wishing to avail themselves of additional research and study support are required to fill out this form and submit it along with the required supporting materials in print to the department Chair by **February 15**.

Students need to plan well ahead in consultation with their professors in order to coordinate research assistantships, draft research proposals, explore travel/study options abroad, etc.

Note that the descriptions of projects must be in English.

**Option 1: Scholarly Work / Specialized Training:** This option may be elected a maximum of two times during the student’s tenure in the program. Summer funding will be provided for those students who want to pursue languages relevant to their field of study either in the USA or abroad. Students should assemble related course materials, such as syllabus and assignments, and hand in upon return from study. Specialized training may also include library and archival work (of various forms), courses/seminars (outside Washington University) of further study related to the dissertation project or student’s field of study, interviews with authors and other cultural figures relevant to the thesis.

No faculty member is obligated to supervise more than one student per summer under this option. A faculty member may, however, choose to supervise up to a maximum of 2 students per summer under this option.

**Option 2: Dissertation Research:** graduate students in program who have successfully completed their comprehensive/qualifying exams are eligible to apply for this research support. The Dissertation Research travel grant may be used to travel to collections (libraries, archives, museums); to conduct interviews for research; to participate in a conference related to the dissertation project and not otherwise funded; and to complete other projects related to the dissertation.

**Option 3: Tuition Remission at Washington University:** Students planning to take courses during the summer at Washington University (such as translation courses that fulfill language requirements, for example) are required to fill out the appropriate portion of the application form requesting Tuition Remission by **February 15**. Failure to do so will result in the lack of tuition funding for such courses in a given year.
Option 4: Research Assistantship: Summer funding will be provided for students who wish to be Research Assistants for professors in the Department. The duties and responsibilities of Research Assistant will depend on the professor and area of study. Students have the opportunity to work closely with professors of literature or linguistics. Students can also work with lecturers in curriculum development and design. **It is the student's responsibility to seek faculty for research assistantships and to complete the required paperwork.** Research assistants’ obligations should not exceed 90 hours per summer, leaving the student with plenty of time to pursue his/her additional research projects. The actual distribution and timing of this workload should be arranged individually with the faculty member.

Revised 9/2018