



IUPUI

**OFFICE OF
ACADEMIC AFFAIRS**

INDIANA UNIVERSITY-PURDUE UNIVERSITY

Indianapolis

TO: Academic Deans
FROM: Kasey Cummins
Communication and Administrative Specialist
DATE: 2/6/2019
RE: IUPUI Sherry Queener Graduate Student Excellence Selection

We ask that you nominate one currently enrolled master's degree student and one student pursuing a doctoral or professional degree for consideration to receive the Sherry Queener Graduate Student Excellence Award. ***All nominees must be available to attend the Convocation on Thursday, April 18, 2019 at 2 p.m.***

The dossier for your student must include:

- A letter of nomination from the Dean or Dean's designee, not to exceed three (3) pages in length. The letter should clearly address the excellent nature of the student's work and must outline relevant accomplishments of the nominee.
- One (1) additional letter of support from the student's mentor, department chair, or other appropriate person, not to exceed three (3) pages in length.
- The student's complete curriculum vitae
- The student's current IUPUI transcript
- A brief statement of the student's future plans

Candidates will be evaluated on:

- Graduate school accomplishments including grade point average, academic awards, service learning, internships, research and educational presentations on and off campus, and if relevant overseas study while in training at IUPUI
- Co-curricular accomplishments such as campus and community service, mentoring, memberships in campus, community or professional organizations, and other relevant educational and work activities
- Evidence of a plan for post-graduate scholarly and/or creative activities

The deadline for submitting all required materials is March 4, 2019. Nominations should be sent electronically to Monica Henry (mlhenry@iupui.edu). The Graduate School Fellowship Committee consisting of IUPUI faculty from several different schools will select winners from among the nominees.

This year, the Chancellor's Academic Honors Convocation will be held **Thursday, April 18, 2019, in the Hine Hall Auditorium**. The ceremony begins at **3 p.m.** and is followed by a reception. Scholars may invite family and friends to attend. A formal invitation to the Convocation will be sent via e-mail following spring break.

The Office of Academic Affairs will cover the cost of the academic regalia that will need to be worn to the Convocation ceremony in April.

Thank you for your cooperation in meeting the deadlines mentioned above. We look forward to celebrating the excellence of our students.

If you have any questions or concerns regarding this request, please do not hesitate to contact me (kaalcumm@iupui.edu or 317-274-8974).