

Archived Information

**U.S. DEPARTMENT OF EDUCATION
OFFICE OF POSTSECONDARY EDUCATION
TEACHER AND STUDENT DEVELOPMENT
PROGRAMS SERVICE
WASHINGTON, DC 20006-8521**



Fiscal Year 2009

APPLICATION FOR NEW FELLOWSHIPS

**JACOB K. JAVITS
FELLOWSHIP PROGRAM**

CFDA No. 84.170A

CLOSING DATE: October 3, 2008

DATED MATERIAL – OPEN IMMEDIATELY

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Paperwork Burden Statement

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**Application for Grants Under
The Jacob K. Javits Fellowship Program**

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Dear Applicant:

I am pleased to provide the application booklet for the Fiscal Year 2009 Jacob K. Javits Fellowship Program competition.

The U.S. Department of Education's Office of Higher Education Programs administers the Jacob K. Javits Fellowship Program, which is authorized under Title VII, Part A, Subpart 1 of the Higher Education Act of 1965, as amended (HEA). The Jacob K. Javits Fellowship Board (Board), composed of distinguished scholars appointed by the Secretary of Education, establishes the policies for the program.

The Jacob K. Javits Fellowship Program assists students to undertake graduate study in selected fields of the arts, humanities and social sciences leading to a doctoral degree, or to a master's degree where the master's degree is the terminal degree awarded in the selected field of study. Students must demonstrate (1) superior ability and achievement, (2) exceptional promise, and (3) financial need. The selected fields of study are determined by the Board and are listed in this booklet.

Please note that the Notice Inviting Applications for New Awards published in the Federal Register is the official document describing the requirements for applying for a Javits fellowship and provides application submission procedures. Applicants should not rely upon any information that is inconsistent with the guidance contained within the official document.

To be eligible for a Jacob K. Javits Fellowship, students entering a doctoral degree program must be entering graduate school in the academic year 2009-2010, or not have completed the first full year of doctoral degree study. Students entering a Master of Fine Arts Program, at the time of submitting an application, must be entering graduate school in the academic year 2009-2010, or not have completed the first full year of graduate degree study. In addition, the applicant must be eligible to receive a federal grant, loan or work assistance as determined by the Federal Student Aid Processing System, in accordance with the student eligibility requirements set forth in section 484 of the HEA. An applicant must be either a U.S. citizen or national, a permanent resident of the United States, in the United States for other than a temporary purpose and intending to become a permanent resident, or a citizen of any one of the Freely Associated States.

A Javits application will not be considered complete unless all information is provided in the Applicant Information Form on page 13 of the application booklet as required. Eligible applications will be read and rated by panels of academic scholars in the arts, humanities, and social sciences on the basis of demonstrated scholarly achievements, and exceptional promise. Also, a Javits applicant must complete and submit the Free Application for Federal Student Aid (FAFSA) for the academic year 2009-2010 so that their financial need eligibility may be determined.

Applicants may obtain a copy of the FAFSA at the Internet address: <http://www.fafsa.ed.gov> or from their institution's financial aid office. **The FAFSA will become available on January 1, 2009. Applicants must submit the FAFSA, via mail or electronic filing, on or before January 31, 2009.**

We encourage students to submit the FAFSA electronically since electronic filing is 7 to 14 days faster than filing via mail. To expedite the electronic application process, applicants may obtain the required signature pin number in advance at <http://pin.ed.gov/PINWebApp/pinindex.jsp>. However, applicants must be sure to retain this pin number for use once the FAFSA becomes available in 2009. Applicants may provide estimates of income tax information if they have not received income documentation prior to the January 31, 2009 FAFSA submission deadline. Please be aware that the applicant does not need to specify a Federal school code for the Javits Program on the FAFSA because the Javits Program will have direct access to the financial information provided by each applicant.

Please Note: All Arts applicants are required to submit supporting materials along with the other required components in a consolidated application package. **Materials mailed through the U.S. Postal Service may be subject to damage due to irradiation processes. Therefore, Arts applicants are strongly encouraged to send their applications by commercial carrier.**

The Higher Education Programs' Graduate Team is available to assist all applicants. The Graduate Team may be reached by e-mail at ope_javits_program@ed.gov or by telephone at (202) 502-7542.

Please note that the consolidated application package must be submitted or postmarked no later than October 3, 2008. Any applications received after the postmark deadline will not be accepted. The instructions for the transmitting the application are located on pages 27 through 28 of this booklet.

On behalf of the Jacob K. Javits Fellowship Board and the Department, I wish you every success with your application and in your graduate studies.

Sincerely,

Vickie L. Schray
Acting Deputy Assistant Secretary
for Higher Education Programs
Office of Postsecondary Education

Competition Highlights

1. Eligible applications will be read and evaluated by panels of academic scholars in the arts, humanities, and social sciences on the basis of demonstrated scholarly achievements and exceptional promise.
2. Applications are also evaluated on the basis of financial need based on information submitted in the FAFSA. The FAFSA will become available on January 1, 2009. **All applicants must submit the FAFSA according to the instructions on the FAFSA, either by mail or electronic filing, on or before January 31, 2009.**
3. The consolidated application package must be hand delivered or postmarked no later than October 3, 2008. Applications submitted after this date will not be accepted. The Department is required to enforce the established deadline date to ensure fairness to all applicants.
4. All applicants are required to submit one original and three photocopies of the following application materials: (1) Applicant Information Form; (2) GRE scores; (3) Official transcripts (photocopies are acceptable if legible); (4) Listing of honors and awards; (5) Certification of Eligibility Form; and (6) Statement of Purpose.

All applicants are required to submit only originals of the following: (1) Letters of Recommendation and (2) Supporting art materials.

5. Materials sent separately from the hardcopy consolidated application package will not be accepted.
6. Based upon the availability of funds, the fellow(s) continued academic progress, and the financial need of the fellow, the Javits fellowship may be renewed annually for up to a period of four years. An individual may receive a fellowship for a doctoral degree program of study for a total of 48 months, or the time required for receiving the degree, whichever is less.

GENERAL INFORMATION

Applicants will only be able to access the FY 2009 Javits application by electronically downloading it from the program website at www.ed.gov/programs/jacobjavits/index.html.

An applicant who is unable to obtain an electronic copy of the application package may submit a written request to obtain a hardcopy. In the request, the applicant should explain the reason or reasons that prevent the applicant from using the Internet to obtain a copy of the application. If you mail your written statement to the Department, it must be postmarked no later than two weeks before the application deadline date. If you fax your written statement to the Department, we must receive the faxed statement no later than two weeks before the application deadline date.

Address and mail or fax your statement to: Jacob K. Javits Fellowship Program, U.S. Department of Education, 1990 K Street, N.W., 6th floor, Washington, DC 20006-8524. Fax: (202) 502-7859.

Individuals with disabilities may obtain the application package in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) by contacting the above-referenced program contact person.

To request a Free Application for Student Financial Aid (FAFSA), please contact:

Federal Student Aid Information Center, P.O. Box 84, Washington, DC 20044-0084.
Telephone (toll free): 1 (800) 433-3243; Internet: <http://www.fafsa.ed.gov/>

If you have any questions regarding the Javits application, please contact Carmen Gordon or Sara Starke by telephone at 202-502-7542. **You may also e-mail us at ope_javits_program@ed.gov.**

Purpose

The Jacob K. Javits Fellowship Program provides financial assistance to students who have demonstrated superior academic ability and achievement, financial need, and exceptional promise to undertake graduate study in the arts, humanities and social sciences leading to a doctoral degree or a master's degree where the master's degree is the terminal highest degree awarded in the selected field of study.

History

The program was originally designated the National Graduate Fellowship Program (NGFP) and was introduced into law by U.S. Senator Jacob K. Javits (R-NY). Senator Javits, long recognized for his support of education and the arts during his 24 years in the U.S. Senate, died on March 7, 1986. His Congressional colleagues honored him in 1986 by renaming the NGFP the Jacob K. Javits Fellowship Program.

Authorization

The program is authorized by Title VII, Part A, Subpart 1 of the Higher Education Act of 1965, as amended (HEA).

Eligible Applicants

Eligibility is limited to individuals who at the time of application-- (1) will be entering a doctoral program in academic year 2009-2010 and/or who, at the time of application, have not yet completed their first full year of study in the doctoral program for which they are seeking support; (2) will be entering a Master of Fine Arts program in academic year 2009-2010 where the master's is the terminal highest degree awarded in the selected field of study; (3) are eligible to receive grant, loan, or work assistance pursuant to section 484 of the Higher Education Act of 1965, as amended (HEA); and (4) intend to pursue a doctoral or master's degree in fields selected by the JKV Fellowship Board at accredited U.S. institutions of higher education.

Applicants must demonstrate financial need by completing a Free Application for Federal Student Aid (FAFSA) by January 31, 2009. We encourage students to submit the FAFSA electronically since electronic filing is faster (as much as 7 to 14 days faster) than filing a paper FAFSA. Applicants are encouraged to provide estimates of income tax information if they have not received income documentation prior to the January 31, 2009 FAFSA deadline. The Javits Fellowship Program has direct access to the financial information provided on each applicant's FAFSA. The applicant does not need to specify a Federal school code for the Javits Fellowship Program.

Eligible applicants must be United States citizens or nationals of the United States, permanent residents of the United States, in the United States for other than temporary purpose and intending to become permanent residents, or citizens of any one of the Freely Associated States. Javits Fellowships must be used at an accredited college or university within the United States.

A person is ineligible to apply for this fellowship if he or she has defaulted on a debt to the Federal Government on any previous non-procurement transaction with the Federal Government and has not made satisfactory arrangements to repay a defaulted debt, or has received sentencing under Section 5301 of the Anti-Drug Abuse Act of 1988.

Eligible Fields of Study

The Javits Fellowship Board annually announces the fields of study in which fellowships are to be awarded. The **only** eligible fields of study are those listed on pages 10-11 of this document. Applications submitted for study in fields not listed will be ruled ineligible and will not be reviewed. On the Applicant Information Form, all applicants must specify the eligible field of study in which they desire to have their application evaluated. Applications will be reviewed by experts in the eligible field of study indicated by the applicant. The applicant must be enrolled or plan to enroll in the degree program for the eligible field of study in which they have applied. **Please Note: The awarded fellowship will be directed to the selected field code in Block 5 of the Application Information Form.**

Awards

Based upon the availability of funds, the fellow's continued academic progress, and the financial need of the fellow, the Javits fellowship may be renewed annually for up to a period of four years. An individual may receive a fellowship for a doctoral degree program of study for a total of 48 months, or the time required for receiving the degree, whichever is less. The award consists of two parts: a stipend to the Fellow to cover living expenses and an institutional payment to be accepted by the institution on behalf of the fellow in lieu of all tuition and fees normally charged to students in a similar course of study.

The stipend awarded to new fellows commencing their fellowships in academic year 2009-2010, and thereafter on an annual basis, is set at a level of support equal to that provided by the National Science Foundation (NSF) graduate fellowships as of February 1st. No stipend award, however, may exceed the Fellow's demonstrated level of need according to measurements set forth in Part F of Title IV of the HEA.

An institutional payment is paid to the institution of higher education at which a fellow is in attendance. The Secretary will adjust the institutional payment amount prior to the issuance of grant awards based on the Department of Labor's consumer price index (CPI) for calendar year 2009. The payment will continue to be adjusted annually in accordance with inflation as determined by the Department of Labor's CPI. The disposition of the institutional payment is solely the responsibility of the fellowship institution.

The institutions of higher education that Javits fellows have chosen to attend administer all awards. In order for a fellow to receive his or her fellowship, the institution the fellow is attending must agree to accept the grant and administer the fellowship in compliance with the regulations governing this program, including the disbursement of stipends and the application for continued annual support of the fellow.

Conditions of Award

A recipient of a fellowship must be enrolled or planning to enroll as a full-time student in a graduate program leading to a doctorate, or master's degree program where the master's degree is the terminal highest degree awarded in the selected field of study. The fellowship must be used in an eligible field of study within the arts, humanities or social sciences at an institution of higher education accredited by an accrediting agency recognized by the Secretary of Education. **Fellows must commence their graduate study in the academic year of the grant award.**

Continued support beyond the initial year will be contingent upon: (1) the availability of funds as appropriated by the U.S. Congress; (2) satisfactory academic progress as determined by the graduate institution; and (3) eligibility factors that may result from policies and priorities enacted by the Board. Fellows are eligible for up to four years of support or to degree completion, whichever comes first.

Restrictions

A fellow may not engage in gainful employment during the term of the fellowship other than part-time employment at his or her graduate institution in teaching, research, or similar activities approved by the Secretary of Education.

The institution of higher education may allow a fellow to interrupt his or her study only once, for a period not to exceed 12 months, for the following purposes: (1) **work**, (2) **travel**, or (3) **independent study** away from the campus, if such independent study is supportive of the Fellow's academic program. **Any such interruption of study must be approved by the Secretary of Education.** The institution shall continue stipend payments for the period during which the fellow is pursuing travel or independent study that is supportive of the recipient's academic program. Interruptions of study may not be taken in the first year of a fellowship.

Javits Fellowships are portable awards. Requests to change a fellow's institution or graduate program must be approved in advance by the Secretary of Education. Such requests should be addressed to the Javits Fellowship Program Manager.

APPLICATION REVIEW AND SELECTION PROCESS

The evaluation of applications will be done in two parts. First, eligible applications will be read and rated by panels of academic scholars in the arts, humanities, and social sciences on the basis of demonstrated scholarly achievements and exceptional promise.

The second part of the evaluation is a determination of financial need. Applications are also evaluated on the basis of financial need based on information submitted in the FAFSA. The FAFSA will become available on January 1, 2009. **All applicants must submit the FAFSA according to the instructions on the FAFSA, either by mail or electronic filing, on or before January 31, 2009.**

Reviewers are selected for their expertise in the approved fields of study listed in this application. The field of study code (Item No. 5 on the Applicant Information form) is used to assign applications to reviewers who have expertise appropriate to that field of study. Therefore, applicant selection of the appropriate field of study code is very important. Using the correct code assures that individuals who review an application have expertise in that field. **Students planning to enroll in an interdisciplinary program must select one field of study code in which they wish to be evaluated.**

IMPORTANT: Applications that do not contain all required information will be ruled technically incomplete, and will not be reviewed.

Applications for students in the humanities fields (201-215) and the social sciences fields (301-310) will be scored on the basis of 400 points, allocated as follows: see page 10 of this document for a listing of the field codes.

- **Statement of Purpose - 150.**

The applicant's statement will be evaluated to determine a sense of purpose, professional objectives and an understanding of, and commitment to, scholarly activity. It should describe the applicant's proposed plan of study and how that study will enable the applicant to achieve his or her professional objectives. If the applicant is not currently attending school, it should describe the individual's activities since completing his or her last degree.

- **Letters of Recommendation - 100.**

Three letters of recommendation are required and will be evaluated to determine the applicant's potential to excel in graduate study in his or her chosen field; potential to do the original work required by the dissertation; indications of creativity and originality; academic commitment and breadth of knowledge; and general academic achievement and personal accomplishment. The letters must be included in the application package and not sent separately or directly from the letter's author. The author of a letter of recommendation should discuss items such as the applicant's breadth of academic knowledge, intellectual curiosity, communication skills (both oral and written), research skills, motivation, perseverance, creativity and originality.

- **Academic record - 100.**

The applicant's academic record will be evaluated to determine the depth and breadth of education to date, including academic performance in the applicant's major field of study, overall grade point average, quality of curriculum and, to a lesser degree, scores from the Graduate Record Examination.

- **Awards and honors - 50.**

The applicant's record will be evaluated for honors and awards (national, state, or local) and activities not reflected on official transcripts, such as publications, presentations at colloquia, scholastic and professional awards, exhibitions, and leadership distinctions.

Applications for students in the arts fields (101-105) will be scored on the basis of 400 points, allocated as follows:

- **Statement of Purpose - 100.**

The applicant's statement will be evaluated to determine a sense of purpose and professional objectives and an understanding of, and commitment to, scholarly activity. It should describe the applicant's proposed plan of study and how that study will enable the applicant to achieve his or her professional objectives. If the applicant is not currently attending school, it should describe the individual's activities since completing his or her last degree.

- **Supporting materials in the arts – 100.**

The applicant's supporting materials will be evaluated to determine the applicant's potential to excel in graduate study in his or her chosen field; potential to do original work in the applicant's field; and indications of creativity and originality. **Note: a list of acceptable materials may be found in the "For Applicants in the Arts Only" section on page 8 of this document.**

- **Letters of Recommendation - 100.**

Three letters of recommendation are required and will be evaluated to determine the applicant's potential to excel in graduate study in his or her chosen field; potential to do the original work required by the discipline; indications of creativity and originality; academic commitment and breadth of knowledge; and general academic achievement and personal accomplishment. The author of a letter of recommendation should discuss items such as the applicant's breadth of academic knowledge, intellectual curiosity, communication skills (both oral and written), research skills, motivation, perseverance, creativity and originality.

- **Academic record - 50.**

The applicant's academic record will be evaluated to determine the depth and breadth of education to date including academic performance in the applicant's major field of study, overall grade point average, quality of curriculum and, to a lesser degree, scores from the Graduate Record Examination if applicable.

- **Awards and honors - 50.**

The applicant's record will be evaluated for honors and awards (national, state, or local) and activities not reflected on official transcripts, such as publications, presentations at colloquia, scholastic and professional awards, exhibitions, and leadership distinctions.

INSTRUCTIONS FOR COMPLETING AN APPLICATION PACKAGE FOR THE JACOB K. JAVITS FELLOWSHIP PROGRAM

IMPORTANT: Do not mail any materials separate from the application package to the Department of Education.

Application requirements for the Javits Fellowship Program will be strictly enforced. Applications must contain all required materials when submitted to the Department of Education. **No exceptions will be made.**

1. A complete hardcopy application package must contain the following items or it will not be reviewed:

- **Applicant Information Form**

Applicants must print or type all items to complete the Applicant Information Form. The Application Information Form is located on page 13 of this booklet. They must use the instructions on page 12 of this document to complete each item on the application form. **Please note the CFDA Number of the Javits Fellowship Program, which is 84.170A, listed at the top of the Applicant Information Form. Applicants must remember to sign the form.**

- **Transcripts**

Official transcripts or photocopies of the official transcripts are required from each college or university attended. Transcripts "issued to student" will be accepted, but they must be legible. Applications containing transcripts generated from the Internet or illegible transcripts will not be reviewed. Transcripts are not required to be sealed. **Transcripts sent directly from an institution to the Department of Education will not be accepted.**

- **Graduate Record Examination Scores (GRE)**

Official GRE score reports or photocopies are required of all applicants in field codes 101(creative writing), 102 (music), 201-214 (humanities) and 301-310 (social sciences). These score reports must be submitted regardless of whether or not they were required for admission to the applicant's graduate program. GRE score reports generated from the Internet are unacceptable. **GRE score reports sent separately to the Department of Education will not be accepted.**

- **Statement of Purpose**

A statement of purpose must be provided. The statement should be no more than two, one-sided typewritten pages. There is no required form or format for the statement of purpose. Each applicant must sign his or her statement of purpose. **Statements of purpose sent separately to the Department of Education will not be accepted.**

- **Letters of Recommendation**

Three letters of recommendation must accompany the original application. Three faculty members who are well acquainted with an applicant's work, academic merit and promise, and are, preferably,

from the applicant's proposed field of study, should complete the letters. Faculty members providing the applicant with letters of recommendation should be reminded that their letters must: (1) be signed and enclosed in a sealed envelope bearing the applicant's full name across the front; (2) signed again across the seal of the envelope; and (3) returned to the applicant for inclusion in the original application package. **Letters of recommendation sent separately to the Department of Education will not be accepted.**

There is no required form or format for letters of recommendation.

Note: The Department of Education will treat recommendation comments in strict confidence. This information, however, is subject to release to the applicant under provisions in the Privacy Act of 1974. Those providing references will be informed if their letters are sent to an applicant.

- **Certifications and Assurances**

All applicants must sign the Certification of Eligibility (ED Form 80-0016) and submit it with the application. **Certifications sent separately to the Department of Education will not be accepted.**

For Applicants in the Arts Only

In addition to the previous items required of all applicants, applications in the arts should include supporting material in the appropriate format or their application will not be reviewed. **Materials mailed through the U.S. Postal Service may be subject to damage due to irradiation processes. Therefore, Arts applicants are strongly encouraged to send their applications by commercial carrier.**

Only the following types and quantities of materials are acceptable:

- **Compact Disk/ Digital Video Disk** containing no more than 5 minutes of performance time (no records or reel-reel). Applicants submitting art material in digital formats should include at least "jpeg" versions of each still work and "mpeg" versions of any time-based works or documentations.
- **Slides:** No more and no less than twenty 35 mm-slides inserted in one standard plastic slide sleeve. Please be sure to:
 - Label each slide with applicant's name.
 - Number each slide 1-20.
 - Place a dot on the slide holder to mark the lower left hand corner of the image.
 - Prepare a slide identification sheet with slides listed 1-20 with name of applicant. For each slide provide the slide title (if any) and date.
- **Photographs** are limited to no more that twenty 5x7" or 8.5x11" B&W or color prints (print your name on the back).
- **Manuscripts** are limited to a maximum of 25 double-spaced pages (print or type your name on each page).

All applicants within the field of Studio Arts (field code 103) are required to specify the medium they are submitting in Block 6 of the Applicant Information Form. They must also submit an image list with basic details about their images to include title, date, medium, and size.

Please note: reviewers will not have access to Macintosh computers. Therefore, do not send materials formatted for Macintosh computers.

MATERIALS SUBMITTED AS PART OF THIS APPLICATION PACKAGE WILL NOT BE RETURNED.

2. Applicants must submit **one original and three photocopies** of the following application materials: (1) Applicant Information Form; (2) GRE scores; (3) Transcripts (photocopies are acceptable if legible); (4) Listing of honors and awards; (5) Certification of Eligibility form; and (6) Statement of Purpose.

Applicants must submit only originals of the following: (1) Letters of recommendation and (2) Supporting art materials.

We must receive every part of a hardcopy application submission in a single, consolidated package. **Materials sent separately from the hardcopy application submission package will not be accepted.**

3. Applicants must file the Free Application for Federal Student Aid no later than January 31, 2009. **Failure to submit the FAFSA as directed will render a student ineligible for a fellowship.**

NOTE: Failure to provide complete and accurate information necessary to determine eligibility or to evaluate qualifications will result in the disqualification of your application. The provision of fraudulent information on your application may result in the withdrawal of a Javits fellowship, even after the award has been made.

ELIGIBLE FIELDS OF STUDY

FIELD CODES

ARTS

- 101 Creative Writing
- 102 Music Performance, Theory, Composition, and Literature
- 103 Studio Arts (including Photography)
- 104 Television, Film, and Cinematography
- 105 Theater Arts, Playwriting, Screenwriting, Acting, and Dance

HUMANITIES

- 201 Archaeology
- 202 Area Studies
- 203 Classics
- 204 Comparative Literature
- 205 English Language and Literature
- 206 Folklore, Folklife
- 207 Foreign Languages and Literature (languages **not** listed under 208)
- 208 Less Commonly Taught Languages

Arabic

Chinese

Japanese

Korean

Russian

Indic family -- Hindi, Urdu, Sinhala, Bengali, Nepali, Punjabi, Marathi, Gujarati, Oriya, Assamese, etc.

Iranian family -- Dari, Farsi, Tajiki, Kurdish, Pashto, Balochi, etc.

Turkic family -- Turkish, Azerbaijani/Azeri, Kazakh, Kyrgyz, Turkmen, Uzbek, Uyghur, etc.

- 209 History
- 210 Linguistics
- 211 Philosophy
- 212 *Religion
- 213 Speech, Rhetoric, and Debate
- 214 Art History

ELIGIBLE FIELDS OF STUDY

| FIELD CODES | SOCIAL SCIENCES |
|------------------------|--|
| 301 | Anthropology |
| 302 | Communications and Media |
| 303 | Criminology |
| 304 | Economics |
| 305 | Ethnic and Cultural Studies |
| 306 | Geography |
| 307 | Political Science |
| 308 | *Psychology |
| 309 | Public Policy, and Public Administration |
| 310 | *Sociology |

***Fellowships cannot be used for students studying for a religious vocation, or for study for a Master's degree or Ph.D. in clinical psychology or social work.**

**INSTRUCTIONS FOR COMPLETING
THE APPLICANT INFORMATION FORM**

PRINT OR TYPE.

- Item 1. **Name:** Each applicant must print or type his or her last name, first name and middle initial.
- Item 2. **Current Address and Phone Number:** Each applicant must indicate where they may be contacted by mail and phone until at least until June 30, 2009. Applicants should **contact the program office should their current address or phone number change between the submission of application and June 30, 2009.**
- Item 3. **Permanent Address and Phone Number:** Each applicant must indicate where they may be contacted by mail and phone any time. Applicants should **contact the program office should their permanent address or phone number change between the submission of application and June 30, 2009.**
- Item 4. **Nationality:** Each applicant must indicate whether or not he or she is a U.S. citizen. If not, they must indicate if he or she is a permanent resident of the United States or one of the Freely Associated States. **NOTE: An application which fails to provide nationality information as requested will be disqualified.**
- Item 5. **Field of Study Code Number:** Each applicant must indicate the code as listed on pages 10 through 11 of this document. Any applicant planning to pursue an interdisciplinary study program must list the field in which he or she desires to have their application evaluated. **They must use one code only.**
- Item 6. **Studio Arts Medium:** Each applicant within the field code of Studio Arts (field code 103) must also specify the medium they are submitting.
- Item 7. **Educational Status:** Each applicant must check the status that best describes his or her current level of graduate study. **They must check only one.**
- Item 8. **Degree Completion:** Each applicant must indicate the degree he or she expects to pursue under the Javits Fellowship and the anticipated graduation date.
- Item 9. **A listing, in chronological order, of all institutions of higher education attended:** Each applicant must provide all information requested under this section.
- Item 10. **Academic honors:** Each applicant must list all academic honors and identify if they are local, regional, or national. Attach an explanatory sheet, if necessary.
- Item 11. **Certification:** Each applicant must sign his or her name and date the form.

Jacob K. Javits Fellowship Program (CFDA 84.170A)
APPLICANT INFORMATION FORM
(Refer to page 12 for instructions for completion)

| | | |
|--|--------------------|-------------------------|
| 1. Last Name: | First Name: | MI: |
| E-Mail Address: | | |
| 2. Current Street Address (Include city, state, and zip code): | | Current Phone: |
| 3. Permanent Street Address (Include city, state, and zip code): | | Permanent Phone: |
| 4. Nationality (Circle appropriate response): U.S. Citizen Permanent Resident of U.S Citizen of Freely Associated States | | |
| 5. Field of Study (Use ONE code only. If no code corresponds to your field of study, it is <u>not</u> an eligible field. <div style="border: 1px solid black; height: 40px; width: 300px; margin-top: 10px;"></div> | | |
| 6. For <u>Studio Arts</u> Applicants only: Please also specify the medium you are submitting. <div style="border: 1px solid black; height: 30px; width: 300px; margin-top: 10px;"></div> | | |
| 7. Educational Status (Check one): <input type="checkbox"/> Have no graduate credits that have been or could be applied to a graduate program. <input type="checkbox"/> Have graduate credits that have been or could be applied to a graduate program. | | |

8. Degree Completion (Please indicate the degree you expect to pursue as a Javits Fellow):

- Master of Fine Arts (2-year program)
- Master of Fine Arts (3-year program)
- PhD

Anticipated Graduation Date _____ (month/year)

9. Educational History (Please list, in chronological order, all institutions of higher education you have attended, beginning with the current or most recently attended institution. Include the name of each institution, state, dates attended, major, degree earned/expected, date awarded/expected, credits, and GPA):

- 1.
- 2.
- 3.

10. Academic Honors (List academic honors, awards, distinctions, prizes, scholarships, and other notable leadership experiences. Attach additional sheets if necessary.)

10. Certification: I hereby certify that the above information is complete, truthful, and accurate.

Signature

Date

Social Security Number

Note: Social Security Numbers are required in order to access a student's FAFSA information to determine a student's financial need. If program staff cannot evaluate a student's financial need, that student cannot receive a fellowship.

In the space provided, please print or type your Social Security Number. Please be advised that the U.S. Department of Education will treat your Social Security Number in strict confidence.

Social Security Number: _____

**IMPORTANT NOTICE
TO PROSPECTIVE PARTICIPANTS
IN U.S. DEPARTMENT OF EDUCATION
CONTRACT AND GRANT PROGRAMS**

GRANTS

Applicants for grants from the U.S. Department of Education (ED) have to compete for limited funds. Deadlines assure all applicants that they will be treated fairly and equally, without last minute haste. For these reasons, ED must set strict deadlines for grant applications. Prospective applicants can avoid disappointment if they understand that:

Failure to meet a deadline will mean that an applicant will be
Rejected without any consideration whatever.

The rules, including the deadline for applying for each grant, are published individually in the Federal Register. A one-year subscription to the Register may be obtained by sending \$340.00 to: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402-9371. (Send check or money order only, no cash or stamps.)

The instructions in the Federal Register must be followed exactly. Do not accept any other advice you may receive. No ED employee is authorized to extend any deadline published in the Register.

Questions regarding submission of applications may be addressed to:

U.S. Department of Education
Application Control Center
550 12th Street, S.W.
Room 7041
Washington, DC 20202-4260

CONTRACTS

Competitive procurement actions undertaken by the ED are governed by the Federal Procurement Regulation and implementing ED Procurement Regulation.

Generally, prospective competitive procurement actions are synopsized in the Commerce Business Daily (CBD). Prospective offerors are therein advised of the nature of the procurement and where to apply for copies of the Request for Proposals (RFPOfferors are advised to be guided solely by the contents of the CBD synopsis and the instructions contained in the RFP. Questions regarding the submission of offers should be addressed to the Contracts Specialist identified on the face page of the RFP.

Offers are judged in competition with others, and failure to conform with any substantive requirements of the RFP will result in rejection of the offer without any consideration whatever.

Do not accept any advice you receive that is contrary to instructions contained in either the CBD synopsis or the RFP. No ED employee is authorized to consider a proposal, which is non-responsive to the RFP.

A subscription to the CBD is available for \$208.00 per year via second class mailing or \$261.00 per year via first class mailing. Information included in the Federal Acquisition Regulation is contained in Title 48, Code of Federal Regulations, Chapter 1 (\$49.00). The foregoing publication may be obtained by sending your check or money order only, no cash or stamps, to:

Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20402-9371

In an effort to be certain this important information is widely disseminated, this notice is being included in all ED mail to the public. You may therefore, receive more than one notice. If you do, we apologize for any annoyance it may cause you. ED FORM 5348, 8/92

REPLACES ED FORM 5348, 6/86 WHICH IS OBSOLETE



Certification of Eligibility for Federal Assistance in Certain Programs*

I understand that 34 CFR 75.60, 75.61, and 75.62 require that I make specific certifications of eligibility to the U.S. Department of Education (ED) as a condition of applying for Federal funds in certain programs and that these requirements are in addition to any other eligibility requirements that ED imposes under program regulations. Under 34 CFR 75.60 – 75.62:

I. I certify that:

A. I do not owe a debt, or I am current in repaying a debt, or I am not in default (as that term is used at 34 CFR Part 668) on a debt:

1. To the Federal Government under a nonprocurement transaction (e.g., a previous loan, scholarship, grant, or cooperative agreement); or
2. For a fellowship, scholarship, stipend, discretionary grant, or loan in any program of ED that is subject to 34 CFR 75.60, 75.61, and 75.62, including:
 - Federal Pell Grant Program (20 U.S.C. 1070a, et seq.);*
 - Federal Supplemental Educational Opportunity Grant (FSEOG) Program (20 U.S.C. 1070(b), et seq.);*
 - Leveraging Educational Assistance Partnership (LEAP) 20 U.S.C. 1070c, et seq.);*
 - Federal Perkins Loan Program (20 U.S.C. 1087aa, et seq.);*
 - Federal Family Education Loan (FFEL) Program (20 U.S.C. 1071, et seq.);*
 - William D. Ford Federal Direct Loan Program (20 U.S.C. 1087a, et seq.);
 - Robert C. Byrd Honors Scholarship Program (20 U.S.C. 1070d-31, et seq.);
 - Jacob K. Javits Fellows Program (20 U.S.C. 1134-1134d);
 - Bilingual Education Fellowship Program (20 U.S.C. 3221-3262);
 - Rehabilitation Long-Term Training Program (29 U.S.C. 774(b));
 - Teacher Quality Enhancement Grants Program (20 U.S.C. 1021, et seq.);

OR

B. I have made arrangements satisfactory to ED to repay a debt as described in A.1. or A.2. (above) on which I had not been current in repaying or on which I was in default (as that term is used in 34 CFR Part 668).

II. I certify also that I have not been declared by a judge, as a condition of sentencing under section 5301 of the Anti-Drug Abuse Act of 1988 (21 U.S.C. 862), ineligible to receive Federal assistance for the period of this requested funding.

I understand that providing a false certification to any of the statements above makes me liable for repayment to ED for funds received on the basis of this certification, for civil penalties, and for criminal prosecution under 18 U.S.C. 1001.

(Signature)

(Date)

(Typed or Printed Name)

Name or number of ED program under which this certification is being made: Jacob K. Javits Fellowship Program

***Signing this document means that you do not owe a debt, or are current in repaying a debt, or are not in default to the following Student Financial Assistance Programs: Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Leveraging Educational Assistance Partnership, Federal Perkins Loans, Federal Family Education Loans, William D. Ford Federal Direct Loans.**

PRIVACY ACT STATEMENT

In accordance with the Privacy Act of 1974 (Public Law No. 93-579, 5 U.S.C. 552a), you are hereby notified that: (1) The Department is authorized to collect information to implement the Jacob K. Javits Fellowship Program under Title VII, Part A, Subpart 1 of the Higher Education Act of 1965, as amended (20 U.S.C. 1134h-1134k). In accordance with this authority, the Office receives and maintains personal information on applicants for use in processing applications and selecting participants. (2) The principle purpose for collecting this information is to administer the program, including use by program staff, the Fellowship Board, and selection panel members, to determine eligibility and to select Fellows. Disclosure may be made to a Congressional office from the record of an individual in response to any inquiry from the Congressional office made at the request of that individual. If the Department or an employee of the Department is involved in litigation, the Department may send your information to the Department of Justice, a court, adjudicative body, individual or entity empowered by the Department to resolve disputes, counsel or representative or potential witness such disclosure is compatible with purpose provided such disclosure is compatible with purpose for which the information was requested. Disclosure may also be made to the Department of Justice for the purpose of obtaining its advice as whether particular records are required to be disclosed under the Freedom of Information Act. When the appropriate office of ED determines that an individual or an organization is qualified to carry out specific research, that official may disclose information to that researcher solely for the purpose of carrying out the research. When ED contracts with a private firm for the purpose of administering the seminar(s), relevant records will be disclosed to the contractor. The contractor shall be required to maintain Privacy Act safeguards with respect to such records. Information may be disclosed to any Federal, State, local, or foreign agency or public authority responsible for enforcing, investigating, or prosecuting violations of administrative, civil, or criminal law or regulation where that information is relevant to any enforcement, regulatory, investigative, or prosecutive responsibility with the receiving entity's jurisdiction. (3) You are not required to submit the information requested in this application, however the information will be used in the processing and evaluation of applications; and the failure to provide all or any part of the requested information may delay the process or make it impossible to process an application (disclosure of your social security number is voluntary; failure to disclose such number will not result in the denial of any right, benefit, or privilege to which an individual may be entitled.)

The Higher Education Act of 1965, as amended

TITLE VII--GRADUATE AND POSTSECONDARY IMPROVEMENT PROGRAMS

SEC. 701. REVISION OF TITLE VII.

Title VII (20 U.S.C. 1132a et seq.) is amended to read as follows:

TITLE VII--GRADUATE AND POSTSECONDARY IMPROVEMENT PROGRAMS

SEC. 700. PURPOSE.

It is the purpose of this title--

- (1) to authorize national graduate fellowship programs--
 - (A) in order to attract students of superior ability and achievement, exceptional promise, and demonstrated financial need, into high-quality graduate programs and provide the students with the financial support necessary to complete advanced degrees; and
 - (B) that are designed to--
 - (i) sustain and enhance the capacity for graduate education in areas of national need; and
 - (ii) encourage talented students to pursue scholarly careers in the humanities, social sciences, and the arts; and
- (2) to promote postsecondary programs.

PART A--GRADUATE EDUCATION PROGRAMS

Subpart 1--Jacob K. Javits Fellowship Program

SEC. 701. AWARD OF JACOB K. JAVITS FELLOWSHIPS.

(a) **AUTHORITY AND TIMING OF AWARDS-** The Secretary is authorized to award fellowships in accordance with the provisions of this subpart for graduate study in the arts, humanities, and social sciences by students of superior ability selected on the basis of demonstrated achievement, financial need, and exceptional promise. The fellowships shall be awarded to students who are eligible to receive any grant, loan, or work assistance pursuant to section 484 and intend to pursue a doctoral degree, except that fellowships may be granted to students pursuing a master's degree in those fields in which the master's degree is the terminal highest degree awarded in the area of study. All funds appropriated in a fiscal year shall be obligated and expended to the students for fellowships for use in the academic year beginning after July 1 of the fiscal year following the fiscal year for which the funds were appropriated. The fellowships shall be awarded for only 1 academic year of study and shall be renewable for a period not to exceed 4 years of study.

(b) **DESIGNATION OF FELLOWS-** Students receiving awards under this subpart shall be known as 'Jacob K. Javits Fellows'.

(c) **INTERRUPTIONS OF STUDY-** The institution of higher education may allow a fellowship recipient to interrupt periods of study for a period not to exceed 12 months for the purpose of work, travel, or independent study away from the campus, if such independent study is supportive of the fellowship recipient's academic program and shall continue payments for those 12-month periods during which the student is pursuing travel or independent study supportive of the recipient's academic program.

(d) **PROCESS AND TIMING OF COMPETITION-** The Secretary shall make applications for fellowships under this part available not later than October 1 of the academic year preceding the academic year for which fellowships will be awarded, and shall announce the recipients of fellowships under this section not later than March 1 of the academic year preceding the academic year for which the fellowships are awarded.

(e) **AUTHORITY TO CONTRACT-** The Secretary is authorized to enter into a contract with a nongovernmental agency to administer the program assisted under this part if the Secretary determines that entering into the contract is an efficient means of carrying out the program.

SEC. 702. ALLOCATION OF FELLOWSHIPS.

(a) FELLOWSHIP BOARD-

(1) **APPOINTMENT-** The Secretary shall appoint a Jacob K. Javits Fellows Program Fellowship Board (hereinafter in this subpart referred to as the 'Board') consisting of 9 individuals representative of both public and private institutions of higher education who are especially qualified to serve on the Board. In making appointments, the Secretary shall give due consideration to the appointment of individuals who are highly respected in the academic community. The Secretary shall assure that individuals appointed to the Board are broadly representative of a range of disciplines in graduate education in arts, humanities, and social sciences.

(2) **DUTIES-** The Board shall--

(A) establish general policies for the program established by this subpart and oversee the program's operation;

(B) establish general criteria for the award of fellowships in academic fields identified by the Board, or, in the event that the Secretary enters into a contract with a nongovernmental entity to administer the program assisted under this subpart, by such nongovernmental entity;

(C) appoint panels of academic scholars with distinguished backgrounds in the arts, humanities, and social sciences for the purpose of selecting fellows, except that, in the event that the Secretary enters into a contract with a nongovernmental entity to administer the program, such panels may be appointed by such nongovernmental entity; and

(D) prepare and submit to the Congress at least once in every 3-year period a report on any modifications in the program that the Board determines are appropriate.

(3) **CONSULTATIONS-** In carrying out its responsibilities, the Board shall consult on a regular basis with representatives of the National Science Foundation, the National Endowment for the Humanities, the National Endowment for the Arts, and representatives of institutions of higher education and associations of such institutions, learned societies, and professional organizations.

(4) **TERM-** The term of office of each member of the Board shall be 4 years, except that any member appointed to fill a vacancy shall serve for the remainder of the term for which the predecessor of the member was appointed. No member may serve for a period in excess of 6 years.

(5) **INITIAL MEETING; VACANCY-** The Secretary shall call the first meeting of the Board, at which the first order of business shall be the election of a Chairperson and a Vice Chairperson, who shall serve until 1 year after the date of the appointment of the Chairperson and Vice Chairperson. Thereafter each officer shall be elected for a term of 2 years. In case a vacancy occurs in either office, the Board shall elect an individual from among the members of the Board to fill such vacancy.

(6) **QUORUM; ADDITIONAL MEETINGS-**

(A) A majority of the members of the Board shall constitute a quorum.

(B) The Board shall meet at least once a year or more frequently, as may be necessary, to carry out the Board's responsibilities.

(7) **COMPENSATION-** Members of the Board, while serving on the business of the Board, shall be entitled to receive compensation at rates fixed by the Secretary, but not exceeding the rate of basic pay payable for level IV of the Executive Schedule, including travel time, and while so serving away from their homes or regular places of business, the members may be allowed travel expenses, including per diem in lieu of subsistence, as authorized by section 5703 of title 5, United States Code, for persons in Government service employed intermittently.

(b) **USE OF SELECTION PANELS-** The recipients of fellowships shall be selected in each designated field from among all applicants nationwide in each field by distinguished panels appointed by the Board to make such selections under criteria established by the Board, except that, in the event that the Secretary enters into a contract with a nongovernmental entity to administer the program, such panels may be appointed by such nongovernmental entity. The number of recipients in each field in each year shall not exceed the number of fellows allocated to that field for that year by the Board.

(c) **FELLOWSHIP PORTABILITY-** Each recipient shall be entitled to use the fellowship in a graduate program at any accredited institution of higher education in which the recipient may decide to enroll.

SEC. 703. STIPENDS.

(a) **AWARD BY SECRETARY-** The Secretary shall pay to individuals awarded fellowships under this subpart such stipends as the Secretary may establish, reflecting the purpose of this program to encourage highly talented students to undertake graduate study as described in this subpart. In the case of an individual who receives such individual's first stipend under this subpart in academic year 1999-2000 or any succeeding academic year, such stipend shall be set at a level of support equal to that provided by the National Science Foundation graduate fellowships, except such amount shall

be adjusted as necessary so as not to exceed the fellow's demonstrated level of need determined in accordance with part F of title IV.

(b) Institutional Payments-

(1) IN GENERAL-

(A) The Secretary shall (in addition to stipends paid to individuals under this subpart) pay to the institution of higher education, for each individual awarded a fellowship under this subpart at such institution, an institutional allowance. Except as provided in subparagraph (B), such allowance shall be, for 1999-2000 and succeeding academic years, the same amount as the institutional payment made for 1998-1999 under section 933(b) (as such section was in effect on the day before the date of enactment of the Higher Education Amendments of 1998) adjusted for 1999-2000 and annually thereafter in accordance with inflation as determined by the Department of Labor's Consumer Price Index for the previous calendar year.

(B) The institutional allowance paid under subparagraph (A) shall be reduced by the amount the institution charges and collects from a fellowship recipient for tuition and other expenses as part of the recipient's instructional program.

(2) SPECIAL RULES-

(A) Beginning March 1, 1992, any applicant for a fellowship under this subpart who has been notified in writing by the Secretary that such applicant has been selected to receive such a fellowship and is subsequently notified that the fellowship award has been withdrawn, shall receive such fellowship unless the Secretary subsequently makes a determination that such applicant submitted fraudulent information on the application.

(B) Subject to the availability of appropriations, amounts payable to an institution by the Secretary pursuant to this subsection shall not be reduced for any purpose other than the purposes specified under paragraph (1).

SEC. 704. FELLOWSHIP CONDITIONS.

(a) REQUIREMENTS FOR RECEIPT- An individual awarded a fellowship under the provisions of this subpart shall continue to receive payments provided in section 703 only during such periods as the Secretary finds that such individual is maintaining satisfactory proficiency in, and devoting essentially full time to, study or research in the field in which such fellowship was awarded, in an institution of higher education, and is not engaging in gainful employment other than part-time employment by such institution in teaching, research, or similar activities, approved by the Secretary.

(b) REPORTS FROM RECIPIENTS- The Secretary is authorized to require reports containing such information in such form and filed at such times as the Secretary determines necessary from any person awarded a fellowship under the provisions of this subpart. The reports shall be accompanied by a certificate from an appropriate official at the institution of higher education, library, archive, or other research center approved by the Secretary, stating that such individual is making satisfactory progress in, and is devoting essentially full time to the program for which the fellowship was awarded.

SEC. 705. AUTHORIZATION OF APPROPRIATIONS.

There are authorized to be appropriated \$30,000,000 for fiscal year 1999 and such sums as may be necessary for each of the 4 succeeding fiscal years to carry out this subpart.

(Authority: 20 U.S.C. 1134-1134d)
Code of Federal Regulations]
[Title 34, Volume 3, Parts 400 to end]
[Revised as of July 1, 2000]
From the U.S. Government Printing Office via GPO Access
[CITE: 34CFR650.1]

TITLE 34--EDUCATION

CHAPTER VI--OFFICE OF POSTSECONDARY EDUCATION, DEPARTMENT OF EDUCATION

PART 650--JACOB K. JAVITS FELLOWSHIP PROGRAM

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Sec. 650.1 What is the Jacob K. Javits Fellowship Program?

(a) Under the Jacob K. Javits Fellowship Program the
Secretary awards fellowships to students of superior ability

selected on the basis of demonstrated achievement,
financial need, and exceptional promise, for study at the
doctoral level in selected fields of the arts, humanities, and
social sciences.

(b) Students awarded fellowships under this program are
called Jacob K. Javits Fellows.

(Authority: 20 U.S.C. 1134)

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199,
Jan. 20, 1999]

Sec. 650.2 Who is eligible to receive a fellowship?

An individual is eligible to receive a fellowship if the
individual--

(a) Is enrolled at an institution of higher education in the
program of study leading to a doctoral degree, and is not
studying for a religious vocation, in the academic field for
which the fellowship is awarded;

(b) Meets the eligibility requirements established by the
Fellowship Board;

(c) Is not ineligible to receive assistance under 34 CFR
75.60, as added on July 8, 1992 (57 FR 30328, 30337); and

(d)(1) Is pursuing a doctoral degree that will not lead to
an academic career and is--

(i) A citizen or national of the United States;

(ii) A permanent resident of the United States;

(iii) In the United States for other than a temporary
purpose and intends to become a permanent resident; or

(iv) A citizen of any one of the Freely Associated States;
or

(2) Is pursuing a doctoral degree that will lead to an
academic career and is a citizen of the United States.

(Authority: 20 U.S.C. 1134-1134d)

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199,
Jan. 20, 1999]

Sec. 650.3 What regulations apply to the Jacob K. Javits Fellowship Program?

The following regulations apply to this program:

(a) The regulations in this part 650.

(b) The Education Department General Administrative
Regulations (EDGAR) as follows:

(1) 34 CFR part 74 (Administration of Grants to
Institutions of Higher Education, Hospitals, and Nonprofit
Organizations).

(2) 34 CFR part 75 (Direct Grant Programs), except for
the following:

(i) Subpart C (How to Apply for a Grant);

(ii) Subpart D (How Grants Are Made); and

(iii) Sections 75.580 through 75.592 of subpart E.

(3) 34 CFR part 77 (Definitions that Apply to
Department Regulations), except for the terms ``grantee"
and ``recipient."

(4) 34 CFR part 82 (New Restrictions on Lobbying).

(5) 34 CFR part 85 (Government wide Debarment and
Suspension (Nonprocurement) and Government wide
Requirements for Drug-Free Workplace (Grants)).

(6) 34 CFR part 86 (Drug-Free Schools and Campuses).

(Authority: 20 U.S.C. 1134-1134d)

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199, Jan. 20, 1999]

650.4 What definitions apply to the Jacob K. Javits Fellowship Program?

The following definitions apply to terms used in this part:

Academic year means the 12-month period beginning with the fall instructional term of the institution of higher education.

Act means the Higher Education Act of 1965, as amended.

Department means any program, unit or any other administrative subdivision of an institution of higher education that--

(1) Directly administers or supervises post-baccalaureate instruction in a specific discipline; and

(2) Has the authority to award academic course credit acceptable to meet degree requirements at an institution of higher education.

Fellow means a recipient of a Jacob K. Javits fellowship under this part.

Fellowship means an award made to a person for graduate study under this part.

Fellowship Board means the Jacob K. Javits Fellowship Program Fellowship Board, composed of individual representatives of both public and private institutions of higher education who are appointed by the Secretary to establish general policies for the program and oversee its operation.

Financial need means the fellow's financial need as determined under part F of title IV of the HEA, for the period of the fellow's enrollment in the approved academic field of study for which the fellowship was awarded.

Grantee means an institution of higher education that administers a fellowship award under this part.

HEA means the Higher Education Act of 1965, as amended.

Institution means an institution of higher education.

Institution of higher education means an institution of higher education as defined in section 1201(a) of the HEA.

Institutional payment means the amount paid by the Secretary to the institution of higher education in which the fellow is enrolled to be applied against the tuition and fees required of the fellow by the institution as part of the fellow's instructional program.

Knows or has reason to know means that a person with respect to a statement--

(1) Has actual knowledge that the statement is false or fictitious;

(2) Acts in deliberate ignorance of the truth or falsity of the statement; or

(3) Acts in reckless disregard of the truth or falsity of the statement.

Recipient means an institution of higher education that administers a fellowship award under this part.

Satisfactory progress means that the fellow meets or exceeds the institution's criteria and standards established for all doctoral students' continued status as applicants for the doctoral degree in the academic field of study for which the fellowship was awarded.

Secretary means Secretary of the Department of Education or an official or employee of the Department acting for the Secretary under a delegation of authority.

Stipend means the amount paid to an individual awarded a fellowship, including an allowance for subsistence and other expenses for the individual and his or her dependents.

(Authority: 20 U.S.C. 1134-1134d)

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199, Jan. 20, 1999]

Sec. 650.5 What does a fellowship award include?

The Secretary awards fellowships consisting of the following:

(a) A stipend paid to the fellow, based upon an annual determination of the fellow's financial need, as described in Sec. 650.42.

(b) An annual payment made to the institution in which the fellow is enrolled as described in Sec. 650.41.

(Authority: 20 U.S.C. 1134b)

Subpart B--How Does an Individual Apply for a Fellowship?

Sec. 650.10 How does an individual apply for a fellowship?

An individual shall apply to the Secretary for a fellowship award in response to an application notice published by the Secretary in the Federal Register.

(Authority: 20 U.S.C. 1134)

Subpart C--How Are Fellows Selected?

Sec. 650.20 What are the selection procedures?

(a) The Fellowship Board establishes criteria for the selection of fellows.

(b) Each year the Fellowship Board selects specific fields of study, and the number of fellows in each field (within the humanities, arts and social sciences), for which fellowships will be awarded.

(c) The Fellowship Board, or in the event the Secretary contracts with a non-governmental entity to administer the program, that non-governmental entity, appoints panels of distinguished individuals in each field to evaluate applications.

(d) The Secretary may make awards of the fellowships each year in two or more stages, taking into account at each stage the amount of funds remaining after the level of funding for awards previously made has been established or adjusted.

(Authority: 20 U.S.C. 1134a)

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199, Jan. 20, 1999]

Subpart D--What Conditions Must be Met By Fellows?

Sec. 650.30 Where may fellows study?

A fellow may use the fellowship only for enrollment in a doctoral program at an institution of higher education accredited by an accrediting agency or association recognized by the Secretary, which accepts the fellow for

graduate study, and which has agreed to comply with the provisions of this part applicable to institutions.

(Authority: 20 U.S.C. 1134-1134d)

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199, Jan. 20, 1999]

Sec. 650.31 How does an individual accept a fellowship?

(a) An individual notified by the Secretary of selection as a fellow shall inform the Secretary of the individual's acceptance in the manner and time prescribed by the Secretary in the notification.

(b) If an individual fails to comply with the provisions of paragraph (a) of this section, the Secretary treats the individual's failure to comply as a refusal of the fellowship. (Authority: 20 U.S.C. 1134)

Sec. 650.32 How does the Secretary withdraw an offer of a fellowship?

(a) The Secretary withdraws an offer of a fellowship to an individual only if the Secretary determines that the individual submitted fraudulent information on the application.

(b) The Secretary considers the application to contain fraudulent information if the application contains a statement that--

(1) The applicant knows or has reason to know--

(i) Asserts a material fact that is false or fictitious; or
(ii) Is false or fictitious because it omits a material fact that the person making the statement has a duty to include in the statement; and

(2) Contains or is accompanied by an express certification or affirmation of the truthfulness and accuracy of the contents of the statement.

[58 FR 58084, Oct. 28, 1993, as amended at 64 FR 3199, Jan. 20, 1999]

Sec. 650.33 What is the duration of a fellowship?

(a) An individual may receive a fellowship for a doctoral degree program of study for a total of 48 months or the time required for receiving the doctoral degree, whichever is less.

(b)(1) An individual may receive a fellowship for no more than 24 months for dissertation work, without the prior approval of the Secretary.

(2) A fellow may apply to the Secretary for an additional period of fellowship support for dissertation work. The fellow's application must include--

(i) The specific facts detailing the reasons why the additional period of dissertation work support is necessary;

(ii) A certification by the institution that it is aware of the fellow's application and that the fellow has attained satisfactory progress in the fellow's academic studies; and

(iii) A recommendation from the institution that the additional period of fellowship support for dissertation work is necessary.

(c) A fellow who maintains satisfactory progress in the program of study for which the fellowship was awarded may have the fellowship renewed annually for the total length of time described in paragraph (a) of this section.

(Authority: 20 U.S.C. 1134, 1134c)

Sec. 650.34 What conditions must be met by fellows?

In order to continue to receive payments under a fellowship, a fellow shall--

(a) Maintain satisfactory progress in the program for which the fellowship was awarded as determined by the institution of higher education;

(b) Devote essentially full time to study or research in the field in which the fellowship was awarded, as determined by the institution of higher education;

(c) Not engage in gainful employment during the period of the fellowship except on a part-time basis, for the institution of higher education at which the fellowship was awarded, in teaching, research, or similar activities approved by the Secretary; and

(d) Begin study under the fellowship in the academic year specified in the fellowship award.

(Authority: 20 U.S.C. 1134-1134d)

Sec. 650.35 May fellowship tenure be interrupted?

(a) An institution of higher education may allow a fellow to interrupt study for a period not to exceed 12 months, but only if the interruption of study is--

(1) For the purpose of work, travel, or independent study, if the independent study is away from the institution and supportive of the fellow's academic program; and

(2) Approved by the institution of higher education.

(b) A fellow may continue to receive payments during the period of interruption only if the fellow's interruption of study is for the purpose of travel or independent study that is supportive of the fellow's academic program.

(c) A fellow may not receive payments during the period of interruption if the fellow's interruption of study is for the purpose of travel that is not supportive of the fellow's academic program, or work, whether supportive of the fellow's academic program or not.

(d) The Secretary makes a pro rata institutional payment to the institution of higher education in which the fellow is enrolled during the period the fellow receives payments as described in paragraph (b) of this section.

(Authority: 20 U.S.C. 1134)

Sec. 650.36 May fellows make changes in institution or field of study?

After an award is made, a fellow may not make any change in the field of study or institution attended without the prior approval of the Secretary.

(Authority: 20 U.S.C. 1134c)

Sec. 650.37 What records and reports are required from fellows?

Each individual who is awarded a fellowship shall keep such records and submit such reports as are required by the Secretary.

(Authority: 20 U.S.C. 1134c)

Subpart E--What Are the Administrative Responsibilities of the Institution?

Sec. 650.40 What institutional agreements are needed?

Students enrolled in an otherwise eligible institution of higher education may receive fellowships only if the institution enters into an Agreement with the Secretary to comply with the provisions of this part.

(Authority: 20 U.S.C. 1134-1134d)

Sec. 650.41 How are institutional payments to be administered?

(a) With respect to the awards made for the academic year 1998-1999, the Secretary makes a payment of \$10,222 to the institution of higher education for each individual awarded a fellowship for pursuing a course of study at the institution. The Secretary adjusts the amount of the institutional payment annually thereafter in accordance with inflation as determined by the U.S. Department of Labor's Consumer Price Index for the previous calendar year.

(b) If the institution of higher education charges and collects amounts from a fellow for tuition or other expenses required by the institution as part of the fellow's instructional program, the Secretary deducts that amount from the institutional payment.

(c) If the fellow is enrolled for less than a full academic year, the Secretary pays the institution a pro rata share of the allowance.

(Authority: 20 U.S.C. 1134b)

Sec. 650.42 How are stipends to be administered?

(a) The institution annually shall calculate the amount of a fellow's financial need in the same manner as that in which the institution calculates its students' financial need under part F of title IV of the HEA.

(b) For a fellowship initially awarded for an academic year prior to the academic year 1993-1994, the institution shall pay the fellow a stipend in the amount of the fellow's financial need or \$10,000, whichever is less.

(c) For a fellowship initially awarded for the academic year 1993-1994 or any succeeding academic year, the institution shall pay the fellow a stipend at a level of support equal to that provided by the National Science Foundation graduate fellowships, except that the amount must be adjusted as necessary so as not to exceed the fellow's demonstrated level of financial need.

(Authority: 20 U.S.C. 1134b)

Sec. 650.43 How are disbursement and return of funds made?

(a) An institution shall disburse a stipend to a fellow no less frequently than once per academic term. If the fellowship is vacated or discontinued, the institution shall

return any unexpended funds to the Secretary at such time and in such manner as the Secretary may require.

(b) If a fellow withdraws from an institution before completion of an academic term, the institution shall refund to the Secretary a prorated portion of the institutional payment that it received with respect to that fellow. The institution shall return those funds to the Secretary at such time and in such manner as the Secretary may require.

(c) A fellow who withdraws from an institution before completion of an academic term for which the fellow received a stipend installment shall return a prorated portion of the stipend installment to the institution at such time and in such manner as the Secretary may require.

(Authority: 20 U.S.C. 1134b)

Sec. 650.44 What records and reports are required from institutions?

(a) An institution shall provide to the Secretary, prior to receiving funds for disbursement to a fellow, a certification from an appropriate official at the institution stating whether that fellow is making satisfactory progress in, and is devoting essentially full time to the program for which the fellowship was awarded.

(b) An institution shall keep such records as are necessary to establish the timing and amount of all disbursements of stipends.

(Approved by the Office of Management and Budget under control number 1840-0562)

(Authority: 20 U.S.C. 1134c)

**NOTICE TO APPLICANTS:
THE GOVERNMENT PERFORMANCE AND RESULTS ACT (GPRA)**

What is GPRA?

The Government Performance and Results Act of 1993 (GPRA) is a straightforward statute that requires all federal agencies to manage their activities with attention to the consequences of those activities. Each agency is to clearly state what it intends to accomplish, identify the resources required, and periodically report their progress to the Congress. In so doing, it is expected that the GPRA will contribute to improvements in accountability for the expenditures of public funds, improve congressional decision-making through more objective information on the effectiveness of federal programs, and promote a new government focus on results, service delivery, and customer satisfaction.

How has the Department of Education Responded to the GPRA Requirements?

As required by GPRA, the Department of Education has prepared a strategic plan for 2002-2008. This plan reflects the Department's priorities and integrates them with its mission and program authorities and describes how the Department will work to improve education for all children and adults in the U.S. The Department's goals, as listed in the plan, are:

- Goal 1: Create a Culture of Achievement*
- Goal 2: Improve Student Achievement*
- Goal 3: Develop Safe Schools and Strong Character*
- Goal 4: Transform Education into an Evidence-based Field*
- Goal 5: Enhance the Quality of and Access to Postsecondary and Adult Education*
- Goal 6: Establish Management Excellence*

The performance indicators for the Jacob K. Javits program is part of the Department's plan for meeting Goal 5: Enhance the Quality of and Access to Postsecondary and Adult Education.

What are the performance indicators for the Jacob K. Javits Fellowship Program?

The Department's specific goal for the Javits program is to increase the number of persons trained at the highest academic level. The objective and performance indicators are as follows:

1. **Graduate school completion:** The percentage of Javits fellows who complete a terminal degree within seven years.
2. **Time to degree completion:** Average time to degree completion for Javits fellows.
3. **Efficiency Measure:** Cost per terminal degree (MFA/PhD) awarded.

INSTRUCTIONS FOR TRANSMITTING APPLICATIONS

Note: Some of the procedures in these instructions for transmitting applications differ from those in the Education Department General Administrative Regulations (EDGAR) (34 CFR 75.102). Under the Administrative Procedure Act (5 U.S.C. 553) the Department generally offers interested parties the opportunity to comment on proposed regulations. However, these amendments make procedural changes only and do not establish new substantive policy. Therefore, under 5 U.S.C. 553(b)(A), the Secretary has determined that proposed rulemaking is not required.

Applications for grants under this program must be submitted in paper format in paper format by mail or hand delivery.

a. Submission of Applications by Mail:

If you submit your application by mail (through the U.S. Postal Service or a commercial carrier) you must mail the original and three copies of your application, on or before the application deadline date, to the Department at the applicable following address:

By mail through the U.S. Postal Service:

U.S. Department of Education
Application Control Center
Attention: (CFDA Number 84.170A)
400 Maryland Avenue, S.W.
Washington, DC 20202-4260

or

By mail through a commercial carrier:

U.S. Department of Education
Application Control Center – Stop 4260
Attention: (CFDA Number 84.170A)
7100 Old Landover Road
Landover, MD 20785-1506

Regardless of which address you use, you must show proof of mailing consisting of one of the following:

- (1) A legibly dated U.S. Postal Service postmark,
- (2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service,
- (3) A dated shipping label, invoice, or receipt from a commercial carrier, or
- (4) Any other proof of mailing acceptable to the Secretary of the U.S. Department of Education.

If you mail your application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

- (1) A private metered postmark, or
- (2) A mail receipt that is not dated by the U.S. Postal Service.

If your application is postmarked after the application deadline date, we will not consider your application.

Note: The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, you should check with your local post office.

b. Submission of Applications by Hand Delivery:

If you submit your application in paper format by hand delivery, you (or a courier service) must deliver the original and three copies of their application, by hand, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education
Application Control Center
Attention: (CFDA Number 84.170A)
550 12th Street, S.W.
Room 7041, Potomac Center Plaza
Washington, DC 20202-4260

The Application Control Center accepts hand deliveries daily between 8:00 a.m. and 4:30 p.m., Washington, DC time, except Saturdays, Sundays, and Federal holidays.

Note for Mail or Hand Delivery of Paper Applications: If you mail or hand deliver your application to the Department--

- (1) You must indicate on the envelope the CFDA number, including suffix letter, of the competition under which you are submitting your application. **Note: The CFDA Number of the Javits competition, which is 84.170A, is listed at the top of the Applicant Information Form on page 13.**
- (2) The Application Control Center will mail a grant application receipt acknowledgment to you. If you do not receive the grant application receipt acknowledgment within 15 business days from the application deadline date, you should call the U.S. Department of Education Application Control Center at (202) 245-6288.

GRANT APPLICATION RECEIPT ACKNOWLEDGEMENT

If you send your application by mail, or if you or your courier delivers it by hand, the Application Control Center will mail a Grant Application Receipt Acknowledgement to you. If you fail to receive the notification of application receipt within fifteen (15) days from the closing date call:

U.S. Department of Education
Application Control Center
(202) 245-6288

If your application is late, we will notify the applicant that we will not consider the application.

GRANT AND CONTRACT FUNDING INFORMATION

The Department of Education provides information about grant and contract opportunities electronically in several ways:

| | |
|---------------------|---|
| ED Web Site | http://www.ed.gov |
| OCFO Grants Page | http://www.ed.gov/about/offices/list/ocfo/grants/grants.html |
| OCFO Contracts Page | http://www.ed.gov/about/offices/list/ocfo/contracts/contracts.html |

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CHECKLIST FOR APPLICATION PACKAGE

Does the application include each of the following?

- Applicant Information Form
- Social Security Number
- GRE scores
- Official Transcripts
- Listing of honors and awards
- Certification of Eligibility Form
- Statement of Purpose
- Supporting art material (Art applicants only)

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WASHINGTON, D.C. 20202-5247**

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