

Dissertation Completion Award

Nomination Form Overview

The Graduate School is pleased to offer the Dissertation Completion Award to support outstanding domestic or international doctoral students who are in the final stages of their dissertations. This award is offered on a quarterly basis, and is useful in situations where graduate assistantship opportunities do not exist or where grant funding is insufficient to fund the student's final term. The intent of this award is to enable students to focus on research and writing with the goal of improving the quality of their work and expediting time to degree completion.

In the online nomination form, be prepared to provide the following information:

1. Is the nominee a doctoral student in the final year of their degree and completing a dissertation?
2. Is the nominee making satisfactory academic progress?
3. Has the nominee completed all coursework requirements?
4. Has the nominee passed written (if required) and oral preliminary exams (if required)?
5. Has the nominee passed a dissertation proposal defense?
6. Are you confident that the nominee will be able to successfully defend their dissertation and complete their degree within the award period?
7. Will the nominee be receiving any tuition support from the college, academic unit, or external training grant during the award period?
8. Does the nominee intend to enroll in at least three graduate credits during the term in which the funds are being requested?
9. Nominee first name
10. Nominee last name
11. Nominee OSU ID
12. Nominee degree type
13. Nominee college
14. Nominee program
15. Nominee OSU email
16. Submitter first name
17. Submitter last name
18. Submitter OSU email
19. Submitter title/position at OSU
20. Award contact first name (this person will be notified of any award decisions)
21. Award contact last name
22. Award contact OSU email
23. What is the nominee's anticipated defense date? *Responses such as 'NA' or 'TBD' will be not be viewed as serious nominations for consideration.*
24. What is the nominee's residency status at OSU?

25. Nomination Materials – Nominators will be required to prepare the following materials as **one PDF document** and upload it to the nomination form:

- a. A joint nomination letter (one letter total, no more than 2 pages) from the unit chair/head or graduate program director and dissertation advisor. The nomination letter must address each of the eligibility/ineligibility requirements above and describe:
 - i. the nominee’s research, including its quality and likely contributions to the field of study or discipline.
 - ii. the nominee’s timeline for completion of the dissertation including the likelihood the student will successfully defend the dissertation within the award period.
- b. A statement from the nominee describing:
 - i. how the award will assist them in their final term and why the funds are necessary for degree completion.
 - ii. the status of their dissertation including their proposed timeline for completing their degree during the award period.
- c. A copy of the nominee’s résumé or curriculum vitae.
- d. Abstract of the nominee’s dissertation.
- e. Optional: a signed/completed copy of the student's Exam Scheduling Form.

**The information on this handout is subject to change at any time. Please review the award page and nomination form for the most current award information/requirements. All nominations must be submitted electronically through Qualtrics.*