

Mellon Mays Undergraduate Fellowship Program

Application Guidelines

Deadline: March 31st, 2025

Applications must be submitted via CSUSB's InfoReady before the application deadline. INCOMPLETE APPLICATION PACKAGES WILL NOT BE CONSIDERED.

The finalists will be invited to interview with the selection committee. The final notification is emailed.

The MMUF application requires that students complete the following:

1. Online Application
2. Two MMUF Writing Sample/Essay
3. Two letters of recommendation from faculty
4. Current academic transcripts
5. Resume

Application Essays

The application essays are a critical part of your application. Each should not exceed 500 words.

Essay 1:

The selection committee members are interested in learning more about you. Explore how you have discovered or are discovering your interest in teaching and research, and how that relates to your plans of earning a Ph.D., and the goals of the Mellon Mays Undergraduate Fellowship program.

Essay 2:

The selection committee members are interested in the project that you will focus on over the next two years. While research projects can change and adapt over time, the committee is particularly interested in your broad research aspirations and goals for this project over the next two years.

Recommendations letters

Two letters of recommendations are required.

- Letters should come **from faculty** (not graduate students) **who have taught you as an undergraduate**. Faculty may hold full-time or visiting positions at CSUSB or another college or university.

- Upon listing a faculty member, InfoReady will automatically send an email to that person requesting the recommendation letter. You **must** ask the faculty members if they are willing to write on your behalf *before* saving your application. We recommend that you begin your application and enter your recommenders' names at least several weeks before the deadline, even if you are not yet ready to submit your application so that they will receive the automatically generated email well before the deadline.

Regarding Mellon Faculty Mentors:

- All Mellon Fellows must have a committed faculty mentor. Having a dedicated mentor at the time of applying can strengthen your application.
- If you have a mentor in mind, include a letter of recommendation from this person. **Note that recommendation writers should know your academic work.**
- Visiting and adjunct faculty members can form part of your advising network, but should **not** be the primary Faculty Mentor.
- If you do not have a committed Mentor, and you are selected for the fellowship, we will assist you in identifying an appropriate Mentor.
- You will attend biweekly meetings held during the school year as a member of the Mellon Mays program.
- Failure to meet these requirements will put your participation in the program in jeopardy.
- You must agree to attend all MMUF events/functions/meeting held on the CSUSB campus.

Students interested in applying for the fellowship are encouraged to contact Dr. Ryan Keating (rkeating@csusb.edu) to discuss the program and application requirements.