

## Instructions for completing the online application:

To begin the online application please click on the "START ONLINE APPLICATION NOW" on the bottom of this page. If you have previously used the UNCFSP registration system, use your login and password to continue otherwise please register as a new user. If registration is successful, the applicant is instantly notified and an email confirmation will be received.

Please keep in mind that application information is officially submitted as it is entered online. Therefore, you WILL NOT find an official SUBMIT button. You may go in at any time before the deadline to modify your application.

### STEP 1 – PERSONAL PROFILE

The applicant must specify present and permanent mailing address; telephone & fax number(s); secondary email address. He/she must also indicate citizenship, gender, ethnicity, and disability status (see definitions below).

Click "CONTINUE" to submit your answers and move on to the next step.

The Mentorship for Environmental Scholars (MES) Program is targeted to students who are underrepresented in the STEM disciplines. Thus, women, ethnic minorities and persons with disabilities are strongly encouraged to apply.

### Definitions for Eligible Applicant Background

**Native American:** A person who is an American Indian, Eskimo, Aleut and regarded as such by the community of which the person claims to be a part; a person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

**Hispanic:** A U.S. citizen of Hispanic heritage, from any of the Spanish-speaking areas of Latin America or the following regions:

Mexico, Central America, Puerto Rico, Cuba, South America or the Caribbean Basin, regardless of race.

**Asian:** A female, U.S. citizen who origins are the original peoples of East Asia, Southeast Asia or the Indian subcontinent. This area includes, for example, China, India, Indonesia, Japan, Korea, and Vietnam.

**Hawaiian/Pacific Islander:** A person having origins in any of the original peoples of Hawaii; the U.S. Pacific territories of Guam, American Samoa, and the Northern Marinas; the U.S. Trust Territory of Palau; the islands of Micronesia and Melanesia; or the Philippines.

**African American, not of Hispanic origin:** A U.S. citizen having origins in any of the black racial groups of Africa.

**White, not of Hispanic Origin:** A female, U.S. citizen having origins in any of the original peoples of Europe.

**Individual with Disabilities:** An individual having a physical or mental impairment that substantially limits one or more major life activities; who has a record of such impairment; or who is regarded as having such impairment. Disabilities can be physical, visual, hearing, developmental and/or neurological. Learning and behavioral disorders are not included.

## Certification Statement/Disclosure

Please read the Disclosure Statement, and, if true, enter your name in the space provided. You do not need to print this page and mail it to the JFPF office.

## STEP 2 – EDUCATION BACKGROUND

### Colleges and Universities Attended

Enter each of the colleges and universities you have attended (starting with the most recent first), along with the dates attended,

GPA and degree pursued. Please indicate what discipline you studied, as well as whether or not you have completed the degree. Please provide an explanation if you choose "no".

### STEP 3 – UPLOAD RESUME

Prepare a clear and concise resume in the traditional format. Please be sure to include any publications, patents and conference presentations, if applicable. There is a 2–page maximum and, 10 point font minimum for the resume.

See instruction page for the resume and proposal requirements.

You can only upload these types of files for both the research plan and the resume files: Microsoft Word (\*.DOC), Adobe Acrobat (\*.PDF), Corel WordPerfect (\*.WPD) or plain text file (\*.TXT).

### STEP 4 – EDUCATION HIGHLIGHTS

### STEP 5 – SUPPLEMENTAL INFORMATION

Please be sure to answer all questions in the supplemental information section.

#### Recommenders

Enter 3 Recommender's name, phone number and valid e–mail address. Please provide this information for three individuals who have agreed to submit an online recommendation form for you. Once their contact information is entered, the system will send an automatic email to each recommender with specific instructions they must follow in order to complete the required online recommendation form. These persons should be able to speak to your academic and research ability for successful matriculation in a graduate degree program.

Periodically return to your account to verify that your recommendations have been received.

Please understand that our application requires recommenders to complete a very specific recommendation form. Therefore, letters will not be accepted. Please advise your recommender to include all supporting comments on the recommendation form provided.

Should recommenders encounter problems trying to access the recommendation form, encourage them to seek assistance with the technical support staff. Technical support may be reached anytime at [techsupport@uncfsp.org](mailto:techsupport@uncfsp.org)

#### QUESTIONS or COMMENTS:

Mentorship for Environmental Scholars (MES) Program  
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Fairfax, VA 22031  
Toll Free: (800) 231-9155

To obtain the status regarding your application and transcripts, log in using your current user name (email address) and password.