

2015 DWIGHT DAVID EISENHOWER TRANSPORTATION FELLOWSHIP PROGRAM (DDETFP) GRADUATE FELLOWSHIP

GRAD Webinar

February 19, 2015

Background

- The program provides funding for Students pursuing Master's Degrees or Doctorates in transportation related fields
- The program objectives are to:
 - Attract the nation's brightest minds to the field of transportation
 - Enhance the careers of transportation professionals by encouraging them to seek advanced degrees
 - Retain top talent in the transportation industry of the United States

Important Information and Revision Notes



- FY 2015 DDETFP Graduate Fellowship application requires online submission
- Application deadlines have changed
- Transportation related disciplines and fields of study
 - Sciences
 - Business
 - Human Development
 - Aviation
 - Law
 - Engineering
 - Public Policy and Planning
 - Transportation

Important Information and Revision Notes (Continued)



- Reference writer deadline has changed
- All transcripts must be official and submitted to Universities & Grants Programs
- Before submitting an application, applicants must certify that they have read the FY 2015 DDETFP Graduate Fellowship Announcement and meet eligibility criteria defined in this Solicitation

Eligibility Requirements

- Eisenhower Graduate Fellowship Applicants **must**:
 - Possess a baccalaureate degree from a U.S. accredited institution
 - Be enrolled full time in an accredited U.S. institution
 - Be pursuing a degree in a transportation-related discipline
 - Have at least one full academic year remaining in program
 - Conduct ongoing research in a transportation-related disciplines
 - Plan to enter the transportation profession after completing their higher level education.
 - Non-U.S. citizens *must* submit a certified copy of their I-20 or I-551 ID issued by the U.S. Citizenship & Immigration Service (CIS).

Eligibility Requirements (Continued)



- Categories of applicants that are ineligible:
 - Undergraduate seniors that will not have completed baccalaureate degree requirements by June 30, 2015.
 - Those non-U.S. Citizens that do not possess an I-20 or I-551 by the application deadline.
 - Those who have declined the offer of the DDETFP and who did not notify FHWA - Universities & Grants Programs by the published deadline for accepting the Fellowship.
 - Current FHWA employees.

HOW TO APPLY

Step 1. TFICS Registration

- You must register with the [Transportation Fellowship Interns and Contractor System](#) (TFICS) to apply
- Agree, and comply with the “Terms and Conditions” of Use and the “Rules of Behavior For a User”
- Fill out required fields for the TFICS New User Registration
- Once registered, make note of your USER ID and Password

Step 2. DDETFP Graduate Fellowship Application (Continued)



- Before you apply:
 - Read the Request for Applications (RFA)
 - Make sure you meet the eligibility requirements
- What you will need:
 - Permanent address and contact information
 - Information about your education
 - Information about your employment experience
 - Letters of recommendation
- How long it takes:
 - The time frame will vary from applicant to applicant
 - You have the option to save your information and exit

Step 2. DDETFP Graduate Fellowship Application



- Supporting Documentation:
 - Required for a complete application:
 - Official sealed transcripts for all institutions where a degree was obtained
 - Four sealed letters of recommendation
 - Citizenship documentation (if applicable)
 - Documents must be mailed to the following:
 - Universities & Grants Programs
Technology Partnership Programs, DTS-TP-20
1310 North Courthouse Road, Suite 300
Arlington, VA 22201
 - Hand delivered materials will **not** be accepted

Page 1. Personal & Current Education Information



- Enter your personal and current information
- All fields with (*) denotes a required field
- Provide accurate information
- Please ensure the information you have for your Faculty Advisor is correct
- Non-U.S. citizens must submit a certified copy of their I-20 ID or I-551 Permanent Resident Card issued by the U.S. Citizenship & Immigration Service (CIS)

Page 2. Activity History

- Colleges/Universities Attended
 - Transcripts are required from all institutions where a degree was obtained
- Employers
 - Indicate if you have transportation related experience
- Other required fields are:
 - Academic Honors, Scholarships, Offices Held in Student / Professional Organizations, etc.
 - Community Activities/Organizations
 - Experience in Transportation Education Programs

Page 3A. Personal Statement

- The Personal Statement should include relevant background and future goals
 - Outline your educational and professional development plans and career goals
 - Describe how graduate school will prepare you for a career in transportation
 - The maximum length is 8,000 characters

Page 3B. Proposed Research Plan

- The Research Plan should summarize both your plan of study and research plan
 - Describe how your research will impact and enhance the field of transportation
 - Contribute to an understanding of transportation, and provide societal benefits
 - The proposed research must be conducted in one of the transportation-related academic disciplines/ fields of study
 - The maximum length is 8,000 characters

Page 4. Application - Transcripts

- Upload transcripts to the TFICS system as directed
 - .pdf or .doc files only
 - Uploaded files must be legible
- You will also need to send official transcripts from all institutions in which a degree was obtained
- Transcripts need to be received by the identified deadline

Page 4. Application – Letters of Recommendation



- The **four** Letters of recommendation need to be:
 - Received by identified document deadline
 - A copy Uploaded in TFICS (.pdf or .doc only)
 - Four different individuals (i.e., professor, supervisor, professional, etc.)
- An **original** letter must be sealed with the recommender's signature across the sealed section of the envelope
- Recommendations for the Letters:
 - If currently employed in a transportation function have your employer submits an endorsement letter.
 - Contain length and nature of the person's relationship with the applicant
 - Comments on the applicant's overall ability
 - Suitability for graduate school
 - Potential for major contributions in one or more areas of transportation.

Page 4. Application

- **Resume/Curriculum Vitae**
 - Must be legible
 - Cannot exceed two pages

- **Citizenship Documentation**
 - Upload I-20 or I-551
 - Please do **not** upload other documentation (i.e. Social Security Card, Driver's License) as it will not be considered

Page 5. User Agreements/Confirmations



- You are required to:
 - Confirm that you have read and understand the RFA
 - Confirm that you have read and understand the information related to required documents
 - Certify that you personally have completed this application and the information is accurate
 - Acknowledge that you understand that the application information will be shared with the Faculty Advisor
 - Certify that you have attached transcript(s) and have the college/university send official transcripts to Universities and Grants Programs

Application Components Summary

- A completed application package includes:
 - TFICS Application submission
 - Pages 1-4 must be completed with required documentation uploaded
 - Personal Statement (Relevant Background and Future Goals)
 - Proposed Research Plan (Research Plan and Plan of Study)
 - Official sealed transcripts (from all institutions where a degree was obtained)
 - Four original sealed letters of recommendation
 - Resume / Curriculum Vitae

Schedule

- **Deadline**
 - TBA
- **Notification Date**
 - May 2015
- **Award Period**
 - September 1st, 2015 – September 1st, 2016

Thank You!

Universities and Grants Programs

Tel: (703) 235-0538

Email: transportationedu@fhwa.dot.gov

<http://www.fhwa.dot.gov/tpp/ugp.htm>