

Marquette University Graduate School  
Arthur J. Schmitt Leadership Fellows Program  
Award Guidelines

**BACKGROUND**

Arthur J. Schmitt was an industrial executive who expressed his commitment to education and the development of responsible leadership through Christian principles and ideals. He founded the Arthur J. Schmitt Foundation in 1941, dedicating its resources toward fashioning a better and more humane world.

The academic year duration of a fellowship is meant to be a transformative year for the student. In addition to freeing the student from TA or RA obligations that may slow progress toward completing the dissertation, the year is meant to strengthen the student's leadership experience and skills.

**AMOUNT OF SUPPORT**

Each fellowship carries a ten-month stipend (approximately \$18,500). The fellowship does not offer tuition scholarship credits to pay for courses or dissertation credits, but it will provide \$100 per semester to pay for continuation course fees if needed.

**NUMBER OF AVAILABLE AWARDS**

It is expected seven awards will be made each year. The number of awards is subject to the earnings of the endowment and the amount of gifts received.

**ELIGIBILITY REQUIREMENTS**

To be eligible for nomination for the Arthur J. Schmitt Leadership Fellows Program, the nominee:

1. Must be admitted to a doctoral program at the time of nomination.
2. Must have a record of demonstrated leadership and a strong record of scholarship.
3. Must demonstrate personal character aligned with the university's mission values of Excellence, Faith, Leadership, and Service.

Nominees will hold an advantage if: they passed their qualifying exams by the time of nomination and have completed their course work and/or dissertation credits.

In addition to the eligibility requirements above, students who are named Arthur J. Schmitt Leadership Fellows:

1. Must be actively engaged in their graduate programs leading to the doctorate and will NOT be allowed to accept employment (including teaching or research assistantships) without written permission of dean of the Graduate School.
2. Are expected to be full-time resident students (living in the Milwaukee area) during the ten-month terms of their awards.
3. Must register for fall courses or for full-time continuation courses no later than August 15<sup>th</sup> of their award year. If registration is not completed by the deadline, the fellowship could be delayed or canceled.

4. Must attend a meeting at Marquette University with the directors of the Arthur J. Schmitt Foundation at a date to be announced (typically late September or early October). Fellows are invited to this annual meeting both at the start of their fellowship year and again after their fellowship year is completed.
5. Are expected to continue their leadership engagements in the community and their departments, participate in Graduate School-sponsored gatherings and leadership events, read assigned materials, and are encouraged to develop and work on value-based leadership projects.
6. Are required to show how their leadership skills have grown from the start of their fellowship to the end of it by submitting a written reflection to the Graduate School at the end of the year.

## **NOMINATION PROCESS**

Number of nominations allowed per department: two. Schmitt Fellowship recipients from a previous year may reapply for a second (but not a third) year of support on a competing basis. Renewals are not automatic, and the committee will consider the progress made during the first year when reviewing second year nominations.

Nominations must be made to the Graduate School by the Department Chair or Director of Graduate Studies. To nominate a student, the Chair or DGS should submit the following items to the Graduate School:

1. **The MU Grad School Uniform Application for Distinguished Fellowships and Assistantships.** The Uniform Application requires the following documents:
  - a. Current CV of nominee. When citing publications, clearly note if they are published, in press, or under review. Do not list publications that are in preparation.
  - b. Written statement from nominee (3-page maximum). The statement should address the student's academic work and research, its impact on the field and/or greater society, and the applicant's future plans.
  - c. 3 letters of support (1 from the nominator, and 2 from other faculty) speaking to the quality of the applicant's research and likelihood of future career research success.
2. **Biographical Statement** (1-page maximum): The Arthur J. Schmitt Foundation is interested in who you are as a person, not only as a scholar. Describe yourself and your background. You may include information about your hometown, employment, family (spouse, parents, children), interests, hobbies, affiliations, honors/awards. What, and who, were some of the major influences on your life? Why? What led to your professional and/or personal goals?
3. **Statement of Leadership** (1-page maximum): The Arthur J. Schmitt Foundation is dedicated to helping develop leaders who will have profound and positive impacts on others, so it is important for you carefully address these questions in the statement of leadership:
  - In what ways have you shown leadership qualities? (Remember that leadership qualities may be big or small. Include a description of your involvement in any professional or community activities.)
  - How do you hope being a Schmitt Fellow will help you become a better leader?
  - What are your career goals?

4. **Statement of Values** (1-page maximum): State how your personal character is aligned with the university's mission values of Excellence, Faith, Leadership, and Service.

**DEADLINE**

All nomination materials should be received in the Graduate School by 4 p.m. of the first Thursday of December. A PDF file of all documents in the order listed above should be sent to [thomas.marek@marquette.edu](mailto:thomas.marek@marquette.edu).

**SELECTION PROCESS**

Selections are made by a committee of three faculty representatives from three different colleges.

**DECISIONS**

Decisions will be announced by February 15.

Revised: October 8, 2018