

UNIV 440/640 – Writing for Scholars, Fellows, and Researchers

Focus: The National Science Foundation's Graduate Research Fellowship Program (GRFP)

Fall 2021 – 1 credit — Thu 5:00-6:30 (8 week course) – Online

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Bulletin Description

Students will develop an understanding of the academic genre of grant and fellowship applications by analyzing a specific granting program, practicing the elements required for the application, and submitting a completed application.

Course Description & Objectives

Students in this class will go through the entire process of writing a GRFP fellowship application, from dissecting the program solicitation to the project planning and proposal development phases to the final revisions and submission. Students will be led through this process by a combination of classwork, assignments, workshops, and one-on-one assistance provided by the Center for Writers.

Specific attention will be paid to the elements that distinguish fellowship applications writing from other forms of graduate-level academic writing, including:

1. An emphasis on persuasion;
2. Adherence to strict, explicit, and detailed guidelines;
3. An appeal to an audience that is broader than that of traditional disciplinary writing; and
4. The ability to conduct comprehensive project planning.

Graduate students (enrolled in UNIV 640) will, in addition, be required to complete a post-application report and reflection that will help them to integrate the learning from this class into their graduate education and professional life.

The objectives of the course are for students to develop:

1. A working knowledge of the fellowship application genre;
2. A strategic approach to writing fellowships;
3. An understanding of the role of audience in fellowship-writing;
4. Experience writing GRFP applications; and
5. (For graduate students taking UNIV 640) An expanded research and professional persona and an outlook that incorporates research planning and funding.

Policies and Procedures

Attendance, Participation, and Assignments: Students are expected to do the following:

1. Attend all class meetings and work one-on-one with graduate writing consultants (see below);
2. Complete required preparation, readings, and assignments; and
3. Participate actively, professionally, and in a spirit of positive collaboration in all course activities and interactions.

If a situation arises whereby they are unable to meet the above expectations, students are required to inform the instructor by email. Students are responsible for making up any missed work.

Center for Writers (CFW): Part of this course will be to meet, one-on-one, with writing consultants at the CFW to review and get feedback on the writing/planning process and the documents produced.

Attendance Statement: The above attendance expectations conform to NDSU attendance policies, which can be read at <http://www.ndsu.edu/fileadmin/policy/333.pdf>. Veterans and student service members with special circumstances or who are activated are encouraged to notify the instructor as soon as possible and are encouraged to provide Activation Orders.

Accommodations: Any students with disabilities or other special needs, who need special accommodations in this course, are invited to share these concerns or requests with the instructor and contact the Disability Services Office (<https://www.ndsu.edu/disabilityservices/>) as soon as possible.

Academic Honesty: The academic community is operated on the basis of honesty, integrity, and fair play. NDSU Policy 335: Code of Academic Responsibility and Conduct applies to cases in which cheating, plagiarism, or other academic misconduct have occurred in an instructional context. Students found guilty of academic misconduct are subject to penalties, up to and possibly including suspension and/or expulsion. Student academic misconduct records are maintained by the Office of Registration and Records. Informational resources about academic honesty for students and instructional staff members can be found at <https://www.ndsu.edu/academichonesty/>

Textbook

There will be no textbook for this course. Readings will include select articles, web sites, past proposals, and reviewer comments (when available).

Assignments (Section Focus: NSF Graduate Research Fellowship Program)

Research Plan: Students are expected to work extensively with their advisors or other appropriate faculty member on this plan.

Personal Statement: Students will work extensively with the CFW writing consultant on this document.

Final Submission: Students will submit a GRFP application to the NSF and will provide copies of the final Research Plan and Personal Statement to the course instructor.

Report and Reflection (for UNIV 640 students): Graduate students enrolled in the course will write a final brief report documenting what they have learned in the process of completing the application and how it applies to their careers. Requirements will be spelled out in assignment sheets.

NOTE: Students are requested to provide the instructor with their NSF reviewer comments when they receive them in March/April.

Evaluation Procedures and Grading Criteria

This course is graded on a pass/fail (undergraduate) and satisfactory/unsatisfactory (graduate) basis.

Assignments

To receive full credit, students must complete all work and submit their application to the granting agency.

Course Grade – Undergraduates (UNIV 440)

To receive a “Pass” grade in the class, students must do the following:

- Attend all class meetings.
- Receive full credit for all assignments. In the NSF GRFP section of the course, these are:
 - Research Plan (draft & final submission)
 - Personal Statement (draft & final submission)

Course Grade – Graduates (UNIV 640)

To receive a “Satisfactory” grade in the class, students must do the following:

- Attend all class meetings.
- Receive full credit for all assignments. In the NSF GRFP section of the course, these are:
 - Research Plan (draft & final submission)
 - Personal Statement (draft & final submission)
 - Report and Reflection

Schedule

Week	Thu.	Class & Work
1	8/26	Orientation, Project Plan, & Rubrics
2	9/2	Hands-on work & Jeffrey Visit
3	9/9	Reviewer Visit & using PS model structure
4	9/16	Deep analysis of PS & “RS Speed Dating”
5	9/23	Deep analysis of RS / Full Draft PS due 9/26
6	9/30	Writing Workshop / Full Draft RS due 10/3
7	10/7	Writing Workshop
8	10/14	Writing Workshop
10/18-22		APPLICATIONS DUE – 5 p.m. (local time)
10/29		Reference Letters Due – 4 p.m. (ET)