



THE UNIVERSITY OF ARIZONA
COLLEGE OF AGRICULTURE & LIFE SCIENCES
COLLEGE OF ENGINEERING

Biosystems Engineering

Sue and Keith Anderson Graduate Student Assistance Application Directions

Sue and Keith Anderson provided a gift to assist graduate students in the Biosystems Engineering Department. Assistance can take many forms: travel to scientific meetings, equipment or materials for thesis/dissertation research, school fees, or tuition to name a few. Please use this form to apply for assistance. When completed, please submit the form with any supporting documentation to the appropriate Assignments folder in the BE Graduate Programs D2L support site and notify Aaron Tevik [atevik@arizona.edu].

Eligibility: any Biosystems Engineering MS or PhD student

Application Deadlines: 5 p.m. to “Sue and Keith Anderson Graduate Student Assistance Awards” assignment under the Assignments folder in BE Graduate Programs D2L site and notify Aaron Tevik via email at atevik@arizona.edu.

- September 30 (for fall distribution)
- March 1 (for spring distribution)

Maximum Request Amount: \$3,500

Priorities for Funding:

- Research support in the form of equipment, computers, software, tools, materials, sample analyses, etc. (these will remain at the BE when the work is complete)
- Tuition
- Special school and other fees reduction
- Travel to major national/international events to present an already accepted abstract/manuscript
- Travel to other institutions and/or colleagues for research collaboration purposes
- All other funding requests or cost share must be well articulated

Priority will be given to students who have not received assistance from the program.

Elements of the Application:

- 1-3 pages proposal summary
- Identify specific ways that external funding has been or will be sought
- Itemized budget (no salaries)
- CV including publications list
- Letter of support from the research adviser

Requirements for Receiving Funding: Successful applicants must provide

- A mid-year 1-page progress report
- Final report
- Thank you letter to the donor. There are blank note cards available with Aaron Tevik. Please provide your thank you note/card/letter to Aaron, and the department will send the note/card/letter to the donor.
- NOTE: These three items need to be uploaded to the Sue and Keith Anderson Graduate Student Assistance Awards Assignment folder in the BE Graduate Programs D2L support site: 1-page mid-year report, final report, and copy of your thank you note/card/letter.



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Assistance Request Summary (1-3 pages; please include how the funds will be used, what efforts you have made to secure other funds, and the consequences of not being awarded funding)

Assistance Request Budget (please include any matching funds if being used)