

Graduate Student Paper of the Season Award Policy

Revised: January 2021

Application Requirements:

- a. Student is the 1st author of submitted, peer-reviewed, and accepted paper and abstract. If not, they must demonstrate their significant contribution to the paper.
- b. Paper submitted must be an original research manuscript. The committee will accept items such as chart reviews, retrospective analysis, etc. if the information was evaluated in a scientific way using methods, statistics, results, etc.
- c. A supporting letter written by a mentor or advisor must be included, indicating significance of the paper and author contribution.
- d. Student must not have defended by the award deadline.
- e. Application is signed by applicant, advisor, and program director.
- f. Student can win only once in their graduate school career.
- g. Application is accompanied by a copy of the submitted paper, abstract, supporting letter, and proof that the paper was published within the last 12 months.

Application Process:

- a. Students apply for the award by completing an application located in the Graduate Student Association module on Brightspace in the “Paper of the Season Award” folder. It is the student’s responsibility to ensure all portions of the application are complete. A mentor/advisor also has the option to nominate a student. They must submit all application materials to the gradschool@mcw.edu.
- b. Completed applications must be submitted to the drop box listed within the “Paper of the Season” folder or emailed to gradschool@mcw.edu before the award deadline. Only completed applications submitted prior to the deadline will be forwarded to the Program Directors for review.
- c. The Program Directors will select 1 paper from their program to be submitted to the Awards Committee of the Graduate Studies Council for review.

Awards Committee Review Process:

- a. The Awards Committee of the Graduate Studies Council (GSC) will review the application to determine whether or not all criteria have been met. They will then score and vote on a winning paper.
- b. The Awards Committee members will communicate via e-mail their decision to the Graduate School (gradschool@mcw.edu) who will in turn email the decision to the applicant, relevant Program Director, and publish it on the GSA website, GSA newsletter, media boards, and Infoscope. The Dean of the Graduate School will also notify MCW leadership of this accomplishment.

Award Amount:

- a. There will be no monetary amount given for this award.