



**Application for the Historically Underrepresented Groups Scholarship
(HUGS & HUGS-IFR [Institute for Field Research])**

By submitting this application, you are affirming that all information provided is correct, and you pledge to fulfill the reporting requirements if you are awarded a scholarship.

Please read the application instructions at the end of this document.

Applications are due by 11:59pm EST on **January 23, 2017**. All materials must be emailed to hugs@saa.org. You will receive an email confirmation that your application was received.

Applicant Information

| | | | | |
|--|--|--|--|-------------|
| Name | | | | |
| Address | | | | |
| City | | State/Province | | Postal Code |
| Phone | | Email | | |
| Birthdate | | State whether you are a <u>citizen or legal resident</u> of either <u>Canada or the U.S.</u> | | |
| If not born in the U.S. or Canada, what year did you arrive? | | | | |

Are you applying for the (select one):

HUGS (up to \$3,000 to attend a non-IFR field school or volunteer on a project)

| | | | | |
|---|--|-----|--|----|
| What is the name of the field school or project? Insert the url (the link to the field school website) | | | | |
| Have you been accepted into that field school or project? | | Yes | | No |

If yes, please attach the notification that you have been accepted to that field school or project.

HUGS-IFR (up to \$5000 credit for an IFR field school, plus up to \$2,000 from HUGS to cover related expenses)

| | | | | |
|--|--|-----|--|----|
| What is the name of the IFR field school? | | | | |
| Have you been accepted into that IFR field school? | | Yes | | No |

If yes, please attach the notification that you have been accepted to that IFR field school.

Student Status as of today (select one) and University Affiliation:

Freshman Sophomore Junior Senior 1st yr Grad Student 2nd yr Grad Student

| | | | | |
|--|--|--|--|--|
| Name of university, City, State/Province | | | | |
| Major or department association | | | | |

Ethnicity and/or Nationality

| | | | | |
|--|--|--|--|--|
| What is your ethnicity and/or nationality? How do you self-identify? | | | | |
| If you self-identify with two or more ethnicities and/or nationalities, please indicate these. | | | | |

Personal Statement: See instructions at end of document.

Research Interest Statement. See instructions at end of document.

Proposed Study Program Statement: See instructions at end of document.

Proposed Budget. See instructions at end of document.

| | |
|--|----|
| Tuition and fees | \$ |
| Airfare/travel costs | \$ |
| Transportation at location | \$ |
| Lodging | \$ |
| Meals | \$ |
| Equipment; itemize below (over \$500) | \$ |
| Supplies, textbooks; itemize below (under \$500) | \$ |
| TOTAL | \$ |

INSTRUCTIONS

1. **Personal Statement:** In the appropriate page above, tell us how you became interested in archaeology. Briefly describe your personal, educational, and employment history, and if/how these and other experiences (e.g., travel, volunteer work) have contributed to your interest in and your ability to successfully pursue studies in archaeology. How do your career objectives correspond with the goals of the Scholarship for Historically Underrepresented Groups? (One page, single-spaced, 12 pt. font.)
2. **Research Interests Statement:** In the appropriate page above, describe what you hope to learn from studying archaeology, the area(s) of archaeology (geographic and methodological) in which you are most interested, and the contributions you hope to make to the future of archaeology. (One page, single-spaced, 12 pt font.)
3. **Proposed Study Program Statement:** In the appropriate page above, include a brief description (including dates of the project) of your proposed study program (the field school or the archaeological project on which you will volunteer) and how it helps to advance your educational and professional goals. (One page, single-spaced, 12 pt. font.)
4. **Proposed Budget:** In the appropriate page above, fill out the budget form and explain financial need and how funds will be expended. If there are other justified expenses not listed on the form, you can add them to the sheet. If budget exceeds the scholarship amount, explain how the other costs will be covered. The budget should be realistic and well justified and financial need should be explained. HUGS is up to \$3000 total. HUGS-IFR is an IFR field school credit (up to \$5000) plus related expenses up to \$2000. (One page, single-spaced, 12 pt. font.)

Eligibility Requirements

1. You must be a member of historically underrepresented minorities in archaeology, including but not restricted to African American, Hispanic/Latino, Asian American, and other non-European minorities.
2. You must be a citizen or legal resident of either the U.S. or Canada.
3. At the time of application, you must be enrolled in a regionally accredited university in the United States or Canada, or if outside the United States, a university with equivalent accreditation.
4. If you are a graduate student, you must be in Year 1 or Year 2 of graduate studies. You cannot already have an M.A. degree at the time of application.

Deadline and Submission

The complete application must be received by 11:59 p.m. EST on January 23, 2017. Late applications will not be accepted.

Please keep this application as one document and **rename the file with your last name and first name.**

Email to: **hugs@saa.org**

Recommendation Letter Forms

Two letters of recommendation from individuals familiar with your academic or work background, such as professors or supervisors. They should fill out the **Recommender's Form** and email it to **hugs@saa.org** by 11:59 p.m. EST on January 23, 2017. The subject line should read "Rec Letter for *Last Name of Applicant*".

Scholarship Notes and Considerations

For the HUGS (up to \$3,000), you do not need to be formally accepted into the program at the time of application. However, scholarships will not be paid until the SAA is satisfied that the awardee has been formally accepted into a program. Normally, the SAA will arrange to pay tuition and other costs directly to the institution; the balance of the award will be sent to the awardee as a stipend.

HUGS-IFR is a \$5000 credit for an IFR (Institute for Field Research) field school, generously provided by IFR. If the IFR field school is less than \$5000, the difference will **not** be given as a stipend. The SAA-HUGS program will provide up to \$2,000 for expenses to attend the IFR field school. You must be provisionally accepted by the IFR program by the time this application is submitted. Please attach a letter from the project director stating that you have been accepted or at least provisionally accepted. Email that letter with your complete application.

Applicants are critically evaluated to understand their interest in archaeology and their proposed program of study, their previous accomplishments, and the contributions the applicant hopes to make to the discipline's future. Scoring is based on the completeness of the application, the coherence and clarity of the three statements, a reasonable and justified budget, and compelling letters of recommendation about the applicant's past successes and future potential.

Reporting Requirements

If awarded a scholarship, you are required to report on your experiences. Photographs are encouraged and alternative report formats are welcome, such as websites or exhibits that relate your experiences. The SAA reserves the right to use these reports to promote the scholarship program. The report is due within one year after the scholarship has been awarded.

Final Check List

| | |
|--|---|
| | Completed Application Form (including sections on student status and ethnicity) |
| | Completed Personal Statement |
| | Completed Research Interest Statement |
| | Completed Proposed Study Program Statement |
| | Completed Proposed Budget |
| | Digital copy of Unofficial Transcripts |
| | Rename the application file with your last name and first name. Email the whole document to: hugs@saa.org . |
| | Letter stating (provisional) acceptance to the IFR field school (required). If applying to a non-IFR field school or research project, an acceptance letter is encouraged but not required at the time this application is due. Email that acceptance letter with your completed application. |
| | Recommendation Letter Form #1. Ask your recommender to email the form to: hugs@saa.org Subject line should read "Rec Letter for <i>Last Name of Applicant</i> " |
| | Recommendation Letter Form #2. Ask your recommender to email the form to: hugs@saa.org Subject line should read "Rec Letter for <i>Last Name of Applicant</i> " |
| | The deadline for receipt of all application materials, including recommendation letters, is <u>11:59 p.m. EST on January 23, 2017.</u> |

**Society for American Archaeology
Historically Underrepresented Groups Scholarship (HUGS & HUGS-IFR)**

RECOMMENDATION FORM #1: Student, Please email this to your recommender.

TO BE COMPLETED BY APPLICANT:

Applicant's Name: _____ Date: _____

Do you waive the right to view this recommendation? _____ Yes _____ No

The applicant is applying for a (Please check one)

_____ HUGS for Undergraduates _____ HUGS for Graduate Students

_____ HUGS-IFR

TO BE COMPLETED BY RECOMMENDOR:

Please provide us with the following information about this applicant's academic and professional qualifications. Feel free to answer the questions in the space below or provide a letter that addresses these questions.

1. How long have you known the applicant and in what capacity?

2. What are the applicant's academic strengths and achievements?

3. How committed is the applicant to a career in archaeology?

4. What challenges has the applicant had to overcome that demonstrate their potential for continued success?

5. Why are they deserving of this scholarship?

Please email this completed form and letter (if any) to hugs@saa.org

Due: Jan 23, 2017, 11:59pm, EST. Please put the applicant's full name in the subject line.

Society for American Archaeology
Historically Underrepresented Groups Scholarship (HUGS & HUGS-IFR)

RECOMMENDATION FORM #1: Please email this to your recommender.

TO BE COMPLETED BY APPLICANT:

Applicant's Name: _____ Date: _____

Do you waive the right to view this recommendation? ____ Yes ____ No

The applicant is applying for a (Please check one)

____ HUGS for Undergraduates ____ HUGS for Graduate Students

____ HUGS-IFR

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