Letson Scholarships and Internships, School of Physics

The School of Physics requests applications from physics and applied physics majors for several Letson Scholarship and Letson Summer Internship awards. Application deadlines and details of the awards are given below. Questions about the awards should be addressed by email to **physics_Letson@gatech.edu**

SUMMER APPLICATION DEADLINE
March 1

SPRING APPLICATION DEADLINE
November 1

(a) Letson Scholarship Award

Salary Awards offer a $2,400 stipend (12 weeks at 10 hours per week to undergraduate students who are conducting research with a School of Physics faculty or adjunct faculty member. Both faculty members and students can initiate research projects, but the award proposal must be written by the student, and the student must apply by the established deadline for the semester in which the funds are requested. Funds are competitively awarded. Please read all rules, eligibility requirements, and application procedures below before applying.

(b) Letson Summer Internship Award

The internship offers a $7,200 stipend (9 weeks at 40 hours per week) to an undergraduate student who is conducting full-time research with a School of Physics faculty or adjunct faculty member. The Internship includes an additional housing allocation of ($3,600,but you must live on campus the entire summer semester to receive the housing stipend.) Both faculty members and students can initiate research projects, but the award proposal must be written by the student, and the student must apply by the established deadline for the semester in which the funds are requested. Funds are competitively awarded. Please read all rules, eligibility requirements, and application procedures below before applying.
Depending on the availability of funds, some conference travel support may be considered.

Rules and Eligibility

- Applicant must be an undergraduate physics or applied physics major in good standing (GPA > 2.0).
- A School of Physics faculty or adjunct faculty mentor is required for the proposed research project.
- Students are not allowed to receive academic course credit for a research project funded by a Letson Scholarship or Letson Summer Internship.
- Students are not eligible for Letson Scholarship or Letson Summer Internship funding if the research project is receiving funding from another source.
- All awarded salary students are required to submit a final report outlining their research project and experience, and this must be submitted by the last day of finals of the award semester.
- Please note that per Georgia Tech's Training in Responsible Conduct of Research Policy, it is a requirement for awarded salary students to complete an online ethics training course. The training must be completed prior to the start of the research semester.

How to Apply

Students can apply for a Letson Scholarship and/or Letson Summer Internship Award to physics_Letson@gatech.edu. The two major components of the salary application are the research project proposal and the letter of recommendation from the applicant's faculty mentor.

RESEARCH PROJECT PROPOSAL. Items to be included in the project proposal are:

- Name, major and faculty mentor
- An overview of proposed work
- Objectives and goals for the semester project
- Related work and background information
- Methods and techniques to be used, software to be used or developed, and types of media or resources to be used
- Relation of any past research in the field that you participated in to this work
- Location of work (if not at Georgia Tech)
- Names of any graduate student or postdoctoral co-mentors

- If the project is to be undertaken by an undergraduate team, a description of your individual role and how it relates to the project as a whole

Proposals should not exceed two pages in length (excluding references).

LETTER OF RECOMMENDATION. Once a student submits the email application form, an email is sent to the listed faculty member requesting a recommendation letter. Recommendation letters must be received by the application deadline, and applications are considered incomplete until a recommendation letter is received. It is for this reason that we advise against waiting until the last day to submit an application.

Course Registration

Students who accept a Letson scholarhip or internship are required to register for the Research Assistantship course (XXXX 2698 or XXXX 4698) in the School of Physics or school of an adjunct faculty mentor. This audit, non-billable (free) course will be listed on the student's transcript and will indicate the number of hours the student performed research for pay. The hours for this audit class do not count towards graduation. *Permits are required to register for these courses. Please contact,* ***Kym Dent at academicoffice@physics.gatech.edu*** *for additional information regarding permit requests* . Please submit your permit requests several days before the deadline to add courses, as several signatures are often required before a course can be created for a student and registration code provided.

For example, if your faculty mentor resides in the School of Physics, you would sign up for either Phys 2698 or Phys 4698, depending on your class status. For ten hours of research expected per week, a student should register for three credit (audit) hours, and for over 36 hours per week a student should register for twelve credit (audit) hours. Co-op students, students with full-time paid internships or PURA students during a semester may not accept Letson scholarship or internship funding during that same semester.

Students should not sign up for other special problems courses or other undergraduate research courses (i.e., XXXX 2699/XXXX 4699) for which grades are received unless working on a completely separate research project. Georgia Tech does not allow undergraduate students to receive pay and credit for the same work.

Final Report

All Letson students are required to submit a final report to the School of Physics Undergraduate Committee by the last day of finals during the semester of award. The report, submitted to **physics_Letson@gatech.edu** shoud outline the student's work and accomplishments during the semester and should closely follow both the formatting and style of high-end scientific publications such as *Physical Review*, *Science* and *Nature*, when applicable. Sections may include the following:

- **Introduction/Background Information** (Define all terminology and concepts unfamiliar to readers outside the discipline, introduce the motivation for this research and hypotheses.)
- **Methods/Procedures/Materials** (Explain and justify research methods.)
- **Results** (Present results objectively.)
- **Discussion/Analysis** (Explain any trends, implications, and possible causes of the results.)
- **Future Work** (Describe unfulfilled objectives and outline future research necessary to better understand the phenomena.)
- **References**
- **Acknowledgements** (Funding sources, including Letson, should be acknowledged, as well as collaborators, faculty, and/or graduate student mentors.)

Two pages is the recommended minimum length, and longer reports will be accepted, particularly since many faculty mentors already ask for longer works as final reports. A report that is requested by the faculty mentor can be submitted as the final report, assuming it follows the general structure outlined above. The report must be submitted before the deadline to **physics_Letson@gatech.edu** and **academicoffice @physics.gatech.edu**.