

Application Instructions

Physical Chemistry Symposium Workshop for Undergraduate Chemistry Majors
Fall 2015 American Chemical Society National Meeting
Boston, MA
August 16 - 20, 2015

A complete application consists of:

1. The one-page application form, to be completed by the student nominee
2. A copy of the student's undergraduate transcript (an unofficial copy is adequate)
3. The **institutional commitment form** completed by department chair or relevant official
4. One letter of recommendation from a faculty member who knows the nominee well.

Instructions for the student nominee:

1. Complete the application form.
2. Request a letter of recommendation from a faculty member who is familiar with your work. Ask the faculty member to send the letter directly to the address shown below.
3. Obtain a financial commitment from your department chair or other relevant official. Use the institutional commitment form included as part of this packet.
4. Obtain a copy of your undergraduate transcript - an unofficial photocopy is adequate.
5. Mail your application form, the institutional commitment form, and your transcript to the address shown below.

Applications will be processed on a rolling basis beginning on Monday, February 9, 2015. All materials must be sent to:

Professor Carol A. Parish
ACS PHYS Undergraduate Workshop
Department of Chemistry
University of Richmond
Gottwald Center for the Sciences
Richmond, VA 23227
Email: PHYSworkshop@richmond.edu

Nominees will be notified of the status of their applications by March 2nd. The deadline for submitting ACS PHYS poster abstracts is March 16th, 2015.

Questions? Contact Carol Parish at PHYSworkshop@richmond.edu

Application Form

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Student Name: _____

Email address: _____

College/university: _____

Spring 2015 mailing address: _____

Telephone: _____

Anticipated graduation month/year: _____

Major field(s) of study: _____

American Chemical Society member? Yes _____ No _____

List of all chemistry courses completed as of December 2014 as well as chemistry courses currently underway in the current semester. Include course number and title. (If any courses have not been completed at home institution, include the name of the institution as well.)

Undergraduate research experiences completed prior to December 2014. Include a descriptive title of the project, dates of work, supervisor and location of work.

Please indicate which of the supported Physical Chemistry symposia (one or more) are of greatest interest to you. See ACS PHYS website for listing of symposia.

Institutional Commitment Form

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To be completed by the department chair or institutional official:

Institution: _____

Name of student nominee: _____

If selected for this program, my department/institution will support the nominee's attendance at the Fall 2015 ACS meeting in Boston, MA with a financial contribution of \$_____.

Signature: _____

Name: _____

Title: _____

To be completed by the nominee:

If selected for this program, I agree that the level of support provided by my institution will make it possible for me to attend all 5 days of the Fall 2015 ACS meeting in Boston, MA.

Signature: _____