



2008 PFIZER  
SUMMER UNDERGRADUATE RESEARCH FELLOWSHIP PROGRAM  
SYNTHETIC ORGANIC CHEMISTRY  
NOMINATION GUIDELINES AND SELECTION CRITERIA

**Nomination Procedures:**

*Note: please be sure the nominated students do not have fall travel/study commitments (i.e. study abroad) that conflict with our poster session, scheduled for early October 2008.*

The sponsoring department should submit for each nominee:

- A signed cover sheet and statement from the nominee describing the importance of this opportunity to his/her personal and career plans.
- A description of the proposed research project, authored by the student in collaboration with the faculty mentor.
- Student transcript and record of Fall 2007 courses (and grades if available).
- An official Transcript and a list of courses to be taken in the Spring 2008.
- Signed cover sheet and statement from the faculty mentor on the qualifications of the nominee to carry out the project successfully.
- A letter from the department Chair indicating that the student is a departmental nominee and that the department will provide the necessary equipment, space and administrative support to the project.

**Selection Criteria/Procedures:**

- ❖ Fellowship recipients will be selected by an Advisory Committee using the following criteria:
- ❖ Demonstrated interest and talent of the student in Chemistry
- ❖ Merit and feasibility of the research project
- ❖ Commitment of the faculty mentor to support the student in his/her work
- ❖ Academic record, particularly in organic chemistry and related sciences.
- ❖ Demonstrated importance of the award in facilitating the personal and career plans of the nominee.

**Applications must be received by March 3, 2008.**

Questions should be directed to: [Robert A. Volkmann](#), Ph.D.  
Head, Summer Undergraduate Research Fellowship Program  
Pfizer Global Research & Development – Groton/New London Labs  
Eastern Point Road – MS 8220-4201  
Groton, Connecticut 06340



2008 PFIZER  
SUMMER UNDERGRADUATE RESEARCH FELLOWSHIPS  
SYNTHETIC ORGANIC CHEMISTRY

APPLICATION INSTRUCTIONS

**Instructions:**

Applicants must be nominated by their academic department. A department may nominate **up to two students**. This program targets Juniors and they will be given preference.

Pfizer requires the following information for each nominee.

1. Student proposal written by the student with the attached cover sheet completed and signed.
2. Student transcript and record of Fall 2007 courses (and grades if available).
3. An Official Transcript and a list of courses to be taken in the Spring 2008.
4. Faculty mentor statement with the attached cover sheet completed and signed.
5. A letter from the Department Chair indicating that the student is a departmental nominee and that the department will provide the necessary equipment, space, and administrative support to the project. **If the department nominates two students, please include a copy of the Chair letter with each application submitted.**

The Department Chair is asked to transmit all material in a single packet (**please do not staple**) to:

[Sylvia A. Williams-Lapides](#), Program Coordinator  
Summer Undergraduate Research Fellowship Program  
Pfizer Global Research & Development – Groton/New London Laboratories.  
Eastern Point Road – **MS 8220-4128**  
Groton, Connecticut 06340

The completed materials must be received by **March 3, 2008**.



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SUMMER UNDERGRADUATE RESEARCH FELLOWSHIP  
SYNTHETIC ORGANIC CHEMISTRY  
STUDENT APPLICATION COVER SHEET

Name: \_\_\_\_\_

College/University: \_\_\_\_\_

Department (Major): \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Faculty Mentor: \_\_\_\_\_

Department Chair: \_\_\_\_\_

Preferred **Complete Campus** Delivery Address: (no PO Boxes)

\_\_\_\_\_  
\_\_\_\_\_

Campus Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Permanent **Complete Home** Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Home Telephone: \_\_\_\_\_

Please address the following on additional sheets of 8 1/2" x 11" paper:

1. Title of your project
2. Describe the project you propose to undertake next summer. Describe your background that has prepared you to do this work and your proposed methodology. Provide as much detail as possible.
3. Indicate how a summer research project fits into your long-range plans. Provide any background about yourself and/or your personal or professional goals that you would like us to know.

Attach your response to this cover sheet, sign the cover sheet, obtain a copy of your Official Transcript and return the completed packet to your faculty mentor. Remember the completed nomination must be received by **March 3, 2008**.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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SUMMER UNDERGRADUATE RESEARCH FELLOWSHIP  
SYNTHETIC ORGANIC CHEMISTRY  
FACULTY MENTOR COVER SHEET

Faculty Mentor: \_\_\_\_\_

Academic Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Complete Campus Mailing Address: \_\_\_\_\_

Campus Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Student Nominee: \_\_\_\_\_

Student's Expected Graduation Date: \_\_\_\_\_

Please describe the project your student has proposed and comment on his/her ability to carry out the work. Comment as well on how you believe this particular student will profit from a paid summer research fellowship, both personally and academically. Finally, please specify your willingness to supervise the student's work and your availability during the summer to carry out these responsibilities.

Please attach your statement to this sheet, sign the cover sheet and return with the student application and Official Transcript to the department Chair for transmittal to Pfizer.

Remember the completed nomination must be received by **March 3, 2008**.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



2008 PFIZER  
SUMMER UNDERGRADUATE RESEARCH FELLOWSHIP  
SYNTHETIC ORGANIC CHEMISTRY  
DEPARTMENT CHAIR/HEAD COVER SHEET

Academic Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Complete Campus Delivery Address (no PO Boxes):  
\_\_\_\_\_

Campus Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Student Nominee: \_\_\_\_\_

Student Nominee: \_\_\_\_\_

*In an effort to keep our records current, please indicate if you were the department chair during the 2007 program.*  Yes  No

*If no, who was the department chair in 2007* \_\_\_\_\_

Please submit a letter, indicating that the student is a departmental nominee and the department will provide the necessary equipment, space, and administrative support to the project. If the department nominates two students, **please include a copy of the your letter with each application submitted.**

Please attach your letter to this sheet, and return with the student application, mentor letter and Official Transcript and mail the complete nomination packet (**PLEASE DO NOT STAPLE**) to:

Sylvia A. Williams-Lapides, Program Coordinator  
Summer Undergraduate Research Fellowship Program  
Pfizer Global Research & Development  
Groton/New London Laboratories.  
Eastern Point Road – **MS 8220-4128**  
Groton, Connecticut 06340

The complete nomination must be received by **March 3, 2008**.