



Application to the UNC School of Biological Sciences Undergraduate BIOTA Scholarship

The UNC School of Biological Sciences Undergraduate BIOTA Program will award \$1000 scholarships to a select number of exceptional biology students (BIOTA Scholars) during their freshman and sophomore years. To be considered for a BIOTA scholarship, student applicants must meet the minimum criteria listed below. Awarding of BIOTA scholarships is competitive and based on the relative merit of each applicant as demonstrated in the submitted application materials. Recipients of BIOTA scholarships will be required to maintain good academic standing and participate in program activities. Failure in either respect will result in either: a) a one semester probation, or b) discontinuation of the scholarship.

Minimum eligibility criteria for a the BIOTA scholarship

1. Must be either a US citizen or permanent resident of the US
2. Must be admitted to UNC
3. Must declare a major in the Biological Sciences

Required application materials for the BIOTA scholarship

1. One letter of recommendation (see instructions below)
2. A personal statement describing the applicant's background and interests in biology (see instructions below)
3. Work history/experience/volunteer activities/extracurricular activities of the applicant
4. A completed application form

<p>Send application materials to: BIOTA Program, c/o Cynthia Mondragon School of Biological Sciences, CB 92 College of Natural and Health Sciences University of Northern Colorado 501 20th Street, Greeley, CO 80639</p>
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Required activities of BIOTA scholars

1. Maintain an overall GPA of at least 3.0
2. Maintain good progress in the Biological Sciences B.S. degree program
3. Attend 85% or more of BIOTA program functions
4. Meet with an assigned academic advisor at least twice each semester
5. Register for and pass the following supplemental biology courses which will count toward the biology B.S. degree:
 - a. BIO 102 (Success in Biology I) and BIO 112 (Applications in Biology) -- *to be taken during the first freshman semester (1 credit each)*
 - b. BIO 103 (Success in Biology II) and BIO 114 (Applications in Organismal Biology) -- *to be taken during the second freshman semester (1 credit each)*
 - c. BIO 211 (Applications in Cell Biology) -- *to be taken during the first sophomore semester*
 - d. BIO 221 (Applications in Genetics) -- *to be taken during the second sophomore semester*
6. Submit the following to the BIOTA coordinator (Dr. Gardiner) on or before the last day of each semester of participation in the BIOTA program:
 - a. A one page progress report;
 - b. A letter of evaluation from the assigned Academic Advisor verifying at least two advising sessions per semester;
 - c. A letter of evaluation from the research mentor (if applicable).

CONFIDENTIALITY OF INFORMATION. Personal data are necessary to determine student eligibility. No one may see the information unless they work for the BIOTA program or are authorized to see it. Information is protected by the Privacy Act and is not specifically reported to the federal government or the National Science Foundation (NSF). However, the NSF has authority to gather general statistical information about participants to help measure our success and to improve the program.

Instructions for BIOTA Scholarship Application Materials

Instructions for letters of recommendation

Letters of recommendation (also called letters of reference) are extremely important to your application. Choose the people that you ask to write these letters wisely. These persons should be able to comment from a position of experience on your potential for successful university-level work. Acceptable choices for recommenders include past or present science or mathematics teachers (high school or college), or high school counselors or administrators. Letters from friends, family members, or employers will not be accepted. A good letter of reference will include the following:

1. A statement of how the person knows you and for how long, as well as an indication of the person's educational background and professional expertise.
2. Comments on your intellectual ability, creativity, time-management skills, work ethic, strengths and weaknesses, writing and verbal communication skills, leadership potential, and how well you play/work with others.

Each letter of recommendation should be placed into a sealed envelope by the author who then signs across the seal. The sealed envelope should then be sent directly to the School of Biological Sciences. If you would like to streamline the recommendation process, make the job of writing your recommendation as easy as possible. After all, the people you ask to write for you are doing you a favor that takes time out of their extremely busy schedules. The following are ways that you can help your recommender to help you.

1. Ask each potential recommender if they are willing to act as such on your behalf. Be sure to let them know the deadline for submission of the recommendation because this may influence their decision. If they decline your request, move on. If your request is accepted, provide them with the list of what we think should be in a good letter of reference (above).
2. Provide self-addressed envelopes or preprinted address labels to assure that your recommender's letter is sent to the correct place.
3. Supply a copy of your personal statement and other information about the BIOTA program so they can better understand what you are applying to. This is particularly important if you haven't kept in touch with them for a while.

Instructions for the personal statement

A personal statement can be used to explain who you are, the path that you have chosen to reach your goals (educational, career, life), and your accomplishments along the way. Take this opportunity to do some realistic reflection. It is particularly important to communicate why you want to go to college, why you want to go to UNC, and why you want to major in biology. Your letter can explain why the School of Biological Sciences should consider you over other persons for a position in the BIOTA program. In addition, the personal statement serves as a tangible example of your communication skills.

The format for your personal statement should conform to the following:

1. No more than two single-sided pages or one double-sided page;
2. Double-spaced and typewritten using a font that is no smaller than 11 point Times;
3. It should be addressed to Dr. Catherine Gardiner in the School of Biological Sciences;
4. It should be signed by you at the bottom.

Instructions for the work history and list of extracurricular activities

List, in chronological order, any work or volunteer experiences, and any extracurricular activities that you have participated in during the past five years. Indicate the duration (e.g., months, years) and number of hours per week that you devoted to these activities.

LETTER OF RECOMMENDATION FOR THE BIOTA SCHOLARSHIP

To the Applicant

References or recommendations should be given by people who are familiar with your qualifications for undergraduate study. One letter of recommendation is required for acceptance to the BIOTA program.

Fill out the top half of this form, as well as the name of the individual providing this reference. Give him or her a stamped envelope addressed to yourself, and with instructions to sign the envelope across the seal.

Type (or print in black ink) the following information.

Full Legal Name: _____
Last
First
Middle
Maiden or other names used

In accordance with the Family Education Rights and Privacy Act of 1974, you may waive your right to inspect this recommendation by signing the statement below. Should you decide not to waive the right, you will have access to the recommendation if you enroll in the above degree program.

I choose to: waive not waive my right of access to this letter

Applicant Signature: _____ **Date:** _____

To the Academic Reference/Recommender

Type or print your letter of recommendation either on the back of this form or on your own letterhead. Be sure to return both the Letter of Recommendation Form and your Letter of Recommendation. This recommendation will be used by the School of Biological Sciences at the University of Northern Colorado only in its procedures related to review for a BIOTA scholarship. If the student has not waived the right of access to the recommendation, it will be accessible to the student only if he/she enrolls as a biology major at the University of Northern Colorado.

Write as candidly as possible about the applicant's qualifications and potential to succeed as a student in pursuit of a B.S. degree in the Biological Sciences. In evaluating such qualities as the applicant's motivation, intellect, creativity, discipline, and maturity, discuss both strengths and weaknesses. It would be most helpful if you can recall specific instances in which these qualities were revealed to you. If it is possible for you to compare this student with others you have recommended for undergraduate study, please do so.

When you have completed the recommendation letter, please enclose this form and your letter in an envelope, seal the envelope, and sign it across the seal. Send your recommendation directly to the **School of Biological Sciences, BIOTA Program, University of Northern Colorado, 501 20th Street, Greeley, CO 80639**. Thank you for your assistance.

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

How does this applicant rank in comparison to other individuals you have recommended for undergraduate study?

	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%	No Basis
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scholarship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional Maturity / Stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skill in Oral Presentations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Potential for Undergraduate Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name: _____ Title: _____

Signature: _____ Date: _____

Institution: _____ Daytime phone: _____

Address: _____
