



Office of Civilian Radioactive Waste Management

OCRWM

Undergraduate Scholarship Program

Minority Serving Institutions

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Program Description & Application

Application Deadline: January 26, 2009



Supported by:
U.S. Department of Energy
Administered by:
Oak Ridge Institute for Science and Education



2009 Class Financial Information
(see Section IV)

	AMOUNT	PAYMENT SCHEDULE
Academic Stipend	\$ 700	Monthly
Internship Stipend	\$1,400	Monthly
Tuition and Fees	\$8,000/year maximum	Each Term

Scholarship support is available for up to 24 months.

The **Oak Ridge Institute for Science and Education** (ORISE) is a university consortium leveraging the scientific strength of major research institutions to advance science and education by partnering with national laboratories, government agencies, and private industry. ORAU manages the Oak Ridge Institute for Science and Education for the U.S. Department of Energy.

Equal Opportunity Policy

It is the policy of the Oak Ridge Institute for Science and Education to recruit and select participants without regard to race, age, gender, religion, color, national origin, mental or physical disability, or special disabled or Vietnam Era veteran status.

This document describes activities performed under contract number DE-AC05-06OR23100 between the U. S. Department of Energy and Oak Ridge Associated Universities.

**OFFICE OF CIVILIAN AND RADIOACTIVE WASTE MANAGEMENT
MINORITY SERVING INSTITUTIONS
UNDERGRADUATE SCHOLARSHIP PROGRAM**

2009

**PROGRAM DESCRIPTION/APPLICATION
FOR UNDERGRADUATE SCHOLARS**

Prepared for

**U.S. Department of Energy
Office of Civilian and Radioactive Waste Management**

Program Administered

by

**Science Education Programs
Oak Ridge Institute for Science and Education**

DEADLINE FOR APPLICATIONS MONDAY, JANUARY 26, 2009 - 5:00 P.M.

An electronic application is available at:

<http://www.ornl.gov/orise/edu/DOE/app-ugOCRWM.pdf>

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This is an equal opportunity program open to all qualified persons without regard to race, age, gender, religion, color, national origin, physical or mental disability, or special disabled or Vietnam Era veteran status.

I. INTRODUCTION AND GENERAL DESCRIPTION

The Nuclear Waste Policy Act of 1982 established the Office of Civilian Radioactive Waste Management (OCRWM) within the U.S. Department of Energy to develop and manage a Federal system, for disposing of the spent nuclear fuel from civilian nuclear reactors and high level waste from DOE facilities in a manner that ensures the health and safety of the public and protects the environment. The spent fuel and high level waste is to be permanently emplaced in a deep geologic repository. The characterization of the Yucca Mountain Site has been completed. On July 23, 2002, the President signed into law, the Congressional Joint Resolution designating Yucca Mountain as the site for the Nation's first repository.

Activities planned for FY 2002 through FY 2009 reflect an ongoing transition from predominately investigative science to the Nuclear Regulatory Commission licensing that includes; model development and performance assessment for an overall safety analysis, finalizing the waste package and repository designs, and preparing to start repository construction.

We encourage you to review additional information on the Yucca Mountain Project on the OCRWM Home Page at <http://www.ocrwm.doe.gov>. Specifically, the Program Plan (revision 3) and the Annual Reports to Congress which are available by clicking on the "Program Docs" button on the home page.

The Office of Civilian and Radioactive Waste Management Office Of Civilian And Radioactive Waste Management Minority Serving Institutions Undergraduate Scholarship Program is designed to support students attending Historically Black Colleges and Universities, Hispanic Serving Institutions, or Tribal Colleges and Universities during their junior and senior years of study in academic areas related to OCRWM's mission.

Scholarships support undergraduates in designated areas of study and are available for an initial twelve month period. These awards may be renewed by eligible scholars for up to an additional twelve months. Renewal appointments for the second twelve month period depend on superior academic performance, scholar's area of study, relevance of coursework to the technical program activities and the continued availability of funds. Total scholarship tenure is limited to twenty-four months. Scholars must be enrolled as full-time students at an Historically Black College or University, a Hispanic Serving Institution or a Tribal College or University, be a U.S. citizen, be enrolled in their junior or senior year of study during program participation, and receive a Bachelor's degree at the completion of their scholarship appointment.

The program has an absolute requirement that Scholars complete a summer internship assignment at the Yucca Mountain Site, DOE Headquarters, the United States Geological Survey, or another DOE facility performing work for the OCRWM program. Internships are typically held during the summer following the first year of academic study.

The specific objective of the program is to provide the opportunity for students attending an Historically Black College or University, Hispanic Serving Institution or Tribal College or University to become more familiar with areas of study directly related to OCRWM activities and encourage students to consider a career in high level radioactive waste management. In addition, it will prepare students for potential participation in the Office of Civilian Radioactive Waste

Management Graduate Fellowship Program. Upon completion of their undergraduate work, Scholarship winners are strongly encouraged to apply to the Graduate Fellowship. In addition, Bachelor of Science level students are always encouraged to apply for employment with OCRWM.

II DESIGNATED AREAS OF STUDY

Scholars may elect to pursue an academic degree in one of several areas of study. These areas include:

- Science
- Math
- Engineering/Engineering Technology
- Social Science*

***Note:** Social Science majors will be considered only when the degree focuses on public policy development of issues relevant to the OCRWM mission.

II. APPLICATION PROCEDURES

2.1 Eligibility

Eligibility is limited to citizens of the United States who will be in their junior or senior year of study at a qualifying Historically Black College or University, Hispanic Serving Institution, or Tribal College or University during program participation. Scholars will agree to remain in an academic discipline related to OCRWM during the duration of their scholarship appointment.

2.2 Application Deadline

All parts of the application must be received at the Oak Ridge Institute for Science and Education (ORISE) by 5:00 p.m. on Monday, January 26, 2009. Students should ensure that official transcripts are sent to ORISE directly from the university. Faculty members and other references completing the "Confidential Reference" forms should also send these forms directly to ORISE.

It is the applicant's responsibility to ensure that the application is completed and received by ORISE by the stated deadline. Late and/or incomplete applications will not be reviewed for award consideration. An application and additional instructions on how to properly complete the application are included at the back of this booklet.

Information contained in the applications will be used solely for the purpose of selecting scholars and administering the program and will be copied for that purpose. Disclosure of the information is made subject to Public Law 93-579 (the Privacy Act of 1974) and the DOE regulations as published in the Federal Register on September 30, 1977, ff.

An electronic application is available at:

<http://www.ornl.gov/orise/edu/DOE/app-ugOCRWM.pdf>

2.3 Mailing Address for Completed Applications

Mail completed applications to:

**ATTENTION: Elizabeth Keko, MS-36
Office of Civilian Radioactive Waste Management Minority Serving Institutions
Undergraduate Scholarship Program
Oak Ridge Institute for Science and Education
P.O. Box 117
Oak Ridge, TN 37831-0117**

Federal Express Address:

**ATTENTION: Elizabeth Keko, MS-36
Office of Civilian Radioactive Waste Management
Minority Serving Institutions Undergraduate Scholarship Program
Oak Ridge Institute for Science and Education
1299 Bethel Valley Road
Building SC-200
Oak Ridge, TN 37830**

III. PROGRAM OBLIGATIONS

3.1 Enrollment

A Scholar is expected to be enrolled full-time and conducting study during the period of the award in accordance with the practices of his/her college or university and related to the objectives of the program. During the summer, a Scholar must be enrolled full-time or participating in the summer internship assignment in order to receive the monthly stipend, which will be prorated based on dates of enrollment and the internship assignment period.

3.2 Terms

A Scholar shall agree to the conditions contained in their letter of appointment and accompanying "Terms of Appointment". Accordingly, scholars shall agree not to claim any pecuniary award or compensation for inventions or discoveries made during the award or resulting from it.

3.3 Summer Internship Assignment

Each scholar is required to complete a summer internship assignment (absolute requirement) at the Yucca Mountain Site Characterization Office, DOE Headquarters, the United States Geological Survey, or another DOE facility performing work for the OCRWM program. These internship assignments will provide the scholar the opportunity to gain practical, state-of-the-art experience in their specific area of study. The summer internship assignment is usually scheduled for a continuous period of not less than 10 weeks, typically in May, June and July.

During the summer internship assignment, the scholar is considered to be a part of the working operations of the participating internship site and is generally subject to the rules, privileges, and responsibilities of that community.

Should a scholar not complete the summer internship assignment he/she will be required to repay the full amount of stipend paid during their participation in the program.

3.4 Annual Renewal of Scholarship

The one-year scholarship award may ordinarily be renewed annually up to a maximum of 24 months. The renewal is subject to superior academic progress, scholar's areas of study, conformity with the objectives of the scholarship program, and the continued availability of funds. A renewal application is provided to each eligible scholar by ORISE. All renewal applications are subject to the same deadline and conditions established for new applications.

3.5 Post Graduation Contact

A scholar must complete and promptly return all questionnaires sent by ORISE for program information and evaluation. A Scholar must also inform ORISE's Science and Engineering Education of a current address for a period of five years after completion of the program.

IV. PROGRAM BENEFITS

4.1 Stipend

A monthly stipend in the amount of \$700 is sent directly to the Scholar during the academic year. During the summer, the Scholar must be enrolled in school full-time or be participating in a summer internship assignment in order to receive the stipend, which will be prorated based on dates of enrollment and the internship assignment period. Each award is for a maximum of 24 months.

A Scholar's stipend will be increased to \$1400 per month (*prorated daily*) during the summer internship assignment to cover the additional cost of being away from his/her home institution, provided that the internship site is more than 50 miles from their home, college or university.

4.2 Tuition and Fees

Actual cost of tuition and fees up to \$8,000/year will be paid by ORISE directly to the college or university upon receipt of invoice. Optional, refundable, and penalty fees (such as late registration and duplication fees) are not payable by ORISE. Health insurance fees will be paid by ORISE only if they are certified to be required for all undergraduate students. All tuition and fee charges must be certified to be consistent with those made to regular undergraduate students and necessary for enrollment in the undergraduate program.

4.3 Summer Internship Assignment

The basic stipend for all scholars during the summer internship assignment is \$700.00 plus an additional \$700.00 dislocation/housing allowance, for a total of \$1400.00 per month (*prorated daily*) provided that the internship site is more than 50 miles from their home, college or university. Transportation expenses for the Scholar to travel from the university to the practicum site and return travel to the university (or their home) will be provided. Transportation expenses for travel actually performed will be paid; travel by automobile will be paid at the current ORISE rate per mile; travel by air will be paid at the cost of the lowest available commercial airfare. All travel must be authorized in advance by ORISE.

V. APPLICATION REVIEW

When a student application is received, it is reviewed by ORISE staff to ensure that the applicant meets the basic program criteria and that all application materials have been received. If time permits, ORISE staff will attempt to contact applicants who have submitted incomplete applications. However, it is the applicant's responsibility to check with ORISE to ensure that an application is complete.

After a complete application is reviewed and designated as complete, it is submitted to a review panel. The review panel is composed of college, university, laboratory, and DOE-OCRWM personnel who are knowledgeable in the area of civilian and radioactive waste management. The panel reviews each application and recommends award recipients. Recognizing the importance of achieving a diverse group of participants, selection will be based on several criteria. The criteria include, but are not limited to, grades, courses taken, STATEMENT OF CAREER AND ACADEMIC GOALS AND OBJECTIVES, academic awards and honors, extracurricular activities, employment experience, and reference information. The panel's recommendations are submitted to DOE for final approval.

Applicants who do not receive an award due to restricted program funding are selected for "Honorable Mention" status. This status recognizes their achievements and places the applicants on a list for possible awards, should additional funding become available.

After DOE approves the award recipients, ORISE will notify applicants of their award status. Once scholarships are awarded, ORISE administers the program for DOE. Questions about stipends, payment of tuition and fees, summer internship assignments, travel, etc. should be referred to ORISE during a scholar's program tenure.

VI. APPLICATION MATERIALS

Instructions: Refer to the instructions on the following pages before completing the application. Please note the deadline for application materials. Type or print application information clearly. A complete application consists of:

1. **Application Form**
2. **Current Official Transcript(s).**
3. **Three (3) Reference Forms, to be completed by university professors.**

NOTE: Transcripts and Reference Forms can be mailed directly to ORISE by the university or faculty members, or provided to the applicant in a sealed envelope with the reviewer's/institutions name or seal on the back of the envelope for transmittal with the application form.

Please make sure that you have completed all parts of the application and have placed your signature on page 16. Keep a copy of this application and supporting materials for your files.

All information must be submitted and received by the application deadline of Monday, January 26, 2009. It is the applicant's responsibility to check with Oak Ridge Institute for Science and Education regarding the completeness of the application file. Incomplete applications will not be reviewed.

Return the completed applications and any correspondence to:

**ATTENTION: Elizabeth Keko, MS-36
OCRWM Minority Serving Institutions
Undergraduate Scholarship Program
Oak Ridge Institute for Science and Education
P.O. Box 117
Oak Ridge, TN 37831-0117**

Federal Express Address:

**ATTENTION: Elizabeth Keko, MS-36
OCRWM Minority Serving Institutions
Undergraduate Scholarship Program
Oak Ridge Institute for Science and Education
1299 Bethel Valley Road
Building SC-200
Oak Ridge, TN 37830**

**TEL: (865) 241-7212
FAX: (865) 241-5220
E-Mail: elizabeth.keko@ornl.gov**

Completing the Application

The application is made up of several different sections. **It is important that you complete these sections fully and accurately.**

Student Data Section

- A. College/University and School Residence - Complete these sections for the school you are currently attending. If your permanent address is the same as your school residence write "same" on the permanent address line.
- B. Telephone Number - Telephone numbers at school and permanent residences are requested. Please make sure that the numbers listed are current, and inform us if they change after your application is submitted.
- C. Educational Information - List all colleges and/or universities attended, provide a transcript from each and give an anticipated graduation date.
- D. GPA - If your university uses another grading scale (for example, 5.0) please recompute to 4.0.
- E. Courses - Pages 12-13 request information concerning various courses you have completed, are currently taking and plan to take. Please carefully follow the instructions on each page and list **all** applicable courses.
- F. Planned Courses - It is critical that you list all courses that you plan to take during your first and second years of program support on pages 14 and 15.
- G. Statement of Career and Academic Goals and Objectives - If desired, you may use more than one sheet for your career statement (the average length is one to two pages, double spaced and typed). Remember that your academic and career goals must meet the program's objectives.
- H. References - Three forms are enclosed. Please remember that references must be returned to ORISE by Monday, January 26, 2009.
- I. Applications for Other Programs - ORISE administers many other programs for the Department of Energy. Due to the great number of applications received, we cannot make copies of applicants' materials in one file for use in other files. **If you are applying to more than one program, you must submit separate application materials for each program. This includes transcripts and reference forms.**
- J. Application Deadline - Completed applications will be accepted until 5:00 p.m. on January 26, 2009 for awards beginning September 1, 2009.

PLEASE NOTE: ALL parts of the application must be received at Oak Ridge Institute for Science and Education by Monday, January 26, 2009. Late or incomplete applications will not be reviewed for an award.

Application information will be used solely for the purpose of selecting Scholars and administering the program. Disclosure of this information is made subject to Public Law 93-579 (the Privacy Act of 1974) and U.S. Department of Energy Regulations as published in the Federal Register on September 30, 1977, ff.



OFFICE OF CIVILIAN AND RADIOACTIVE WASTE MANAGEMENT
MINORITY SERVING INSTITUTIONS UNDERGRADUATE SCHOLARSHIP PROGRAM

STUDENT APPLICATION

PLEASE NOTE: ALL parts of the application must be received at Oak Ridge Institute for Science and Education by Monday, January 26, 2009. Late or incomplete applications will not be reviewed for an award.

STUDENT DATA

Name _____
(Mr/Mrs) (First) (Middle) (Last)

Social Security Number _____

Current Status:

Sophomore

Junior

Anticipated graduation date: _____

COLLEGE/UNIVERSITY _____ Department _____ Major _____

City _____ State _____ Zip _____ Phone _____

SCHOOL RESIDENCE _____

City _____ State _____ Zip _____ Phone _____

Address effective through: _____ After this date, all correspondence will be sent to the permanent address listed below unless otherwise requested.

PERMANENT ADDRESS _____

City _____ State _____ Zip _____ Phone _____

FAX NUMBER

If there is a fax number at which you may receive correspondence regarding this application please list it below.

Fax _____

E-MAIL ADDRESS _____

CITIZENSHIP U.S. Citizen: Yes No

List the Minority Serving Institution you plan to attend if awarded a scholarship.

OCRWM MSI STUDENT APPLICATION

NAME: _____

EDUCATION

List ALL Universities and Colleges, etc. Begin with most current institution. Please submit transcripts from each institution listed below.

Undergraduate Institution(s)

INSTITUTION	DATES ATTENDED	MAJOR	DEGREE RECEIVED/EXPECTED	MONTH/YEAR

GRADE POINT AVERAGE

List the cumulative GPAs for all institutions listed above. Use 4.0 scale to compute (A=4, B=3, C=2, D=1). If your institution uses a different grading scale other than 4.0 (for example, 5.0 or 6.0), re-compute to 4.0. Please round to two decimal places.

Undergraduate Cumulative GPA _____

ACADEMIC AWARDS AND HONORS

Include honors and awards.

EXTRACURRICULAR ACTIVITIES

Include technical societies and service/volunteer organizations (*include offices held*).

EMPLOYMENT RECORD

Begin with current or most recent employment.

EMPLOYER	FROM/TO	MAJOR AREAS OF RESPONSIBILITY

REFERENCES

List three persons familiar with your academic preparation and your abilities. Please have these individuals transmit the attached reference forms directly to ORISE or to you in a sealed envelope with the reviewer's/institution's name or seal on the back of the envelope for transmittal with the application form.

1.
2.
3.

ENGINEERING, SCIENCE, MATHEMATICS AND/OR SOCIAL SCIENCE COURSES

List ALL engineering, science, mathematics and/or social science courses that you have completed at ALL academic institutions listed in this application. Provide course title, credit hours, and grade earned. This form is used to facilitate the review of the applicant's academic record and performance in engineering, science, mathematics and/or social science. Provide attachments as necessary.

COURSE TITLE	CREDIT HOURS QUARTER (Q) SEMESTER (S)	GRADE
ENGINEERING/TECHNOLOGY		
SCIENCE		
MATHEMATICS		
SOCIAL SCIENCE		

_____ Grade Point Average for the above courses. (GPA basis: A=4; B=3; C=2; D=1)

STATEMENT OF CAREER AND ACADEMIC GOALS AND OBJECTIVES

Submit a brief summary of your academic and career plans and how these plans support the goals of the Office of Civilian Radioactive and Waste Management Minority Serving Institutions Undergraduate Scholarship Program. This summary is a very important element of consideration during the review panel process. Please refer to Section I (Introduction and General Description) of the Program Description regarding the objectives of this program. This statement should relate to these objectives.

THIS STATEMENT IS VITAL TO THE OVERALL EVALUATION OF YOUR APPLICATION.

My signature acknowledges that I am aware that this program is supported by funding from the United States Government, and therefore is subject to federal law regarding false statements and fraud, particularly the criminal provisions of 18 U.S. Code Section 1001. I certify, under penalty of law, that the original submitted student application contains no false, fictitious or fraudulent representations, statements or entries.

Signature _____ **Date** _____

**OFFICE OF CIVILIAN AND RADIOACTIVE WASTE MANAGEMENT
MINORITY SERVING INSTITUTIONS
UNDERGRADUATE SCHOLARSHIP PROGRAM**

SPONSORED BY THE U.S. DEPARTMENT OF ENERGY

Reference Form

The student who has requested that you complete this reference form is applying for a scholarship award through the Office of Civilian Radioactive Waste Management (OCRWM) Minority Serving Institutions Undergraduate Scholarship Program. The objective of this program is to provide the opportunity for students attending an Historically Black College or University, Hispanic Serving Institution or Tribal College or University to become more familiar with areas of study directly related to OCRWM activities and encourage them to consider a career in high level radioactive waste management. In addition, it will prepare students for potential participation in the Civilian Radioactive Waste Management Graduate Fellowship Program.

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Applicant

Last Name	First	Middle
How long and in what association have you known the applicant?		

PERSONAL CHARACTERISTIC	Observation Limited	Below Average	Average	Above Average	Outstanding	Superior
<i>Imagination and Originality of Thought</i>						
<i>Ability to Work with Others</i>						
<i>Leadership Potential</i>						
<i>Independence and Self-Reliance</i>						
<i>Mastery of Fundamental Knowledge in Field</i>						
<i>Motivation Toward a Productive Career</i>						
<i>Ability to Communicate (Written/Oral)</i>						

Add any descriptive comments that will assist in providing a complete picture of the applicant's character, attitude, abilities, and potential. Please comment on both the applicant's weak and strong points. Use additional sheets, if necessary.

COMMENTS: (Use reverse side or extra sheet, if necessary)	
Signature:	Date:
Typed/Printed Name	Title:
Institution:	Email:
Address	Phone:

RETURN TO:

Office of Civilian and Radioactive Waste Management Minority Serving Institutions Undergraduate Scholarship Program,
Oak Ridge Institute for Science and Education, P.O. Box 117, Oak Ridge, Tennessee 37831-0117
Attention: Elizabeth Keko, MS-36. TEL: (865) 241-7212 FAX: (865) 241-5220 E-MAIL: elizabeth.keko@ornl.gov

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Signature:	Date:
Typed/Printed Name	Title:
Institution:	Email:
Address	Phone:

RETURN TO:
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Oak Ridge Institute for Science and Education, P.O. Box 117, Oak Ridge, Tennessee 37831-0117
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COMMENTS: (Use reverse side or extra sheet, if necessary)	
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Typed/Printed Name	Title:
Institution:	Email:
Address	Phone:

RETURN TO:
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SCHOLARSHIP SURVEY FORM

Please complete this form and return it with your scholarship/fellowship application. The information that you provide will allow us to target our advertising more effectively. This information is confidential and is **not** used in review of the scholarship/fellowship application.

1. How did you find out about the program?

Bulletin Board Announcement

Advertising in Journal (**list name of journal**)

Word of Mouth from faculty student administrator

Campus Recruitment

Laboratory Staff

Campus Newspaper

Conference or Meeting (**list name of conference or meeting**)

Other (**please list**)

2. Have you applied for other scholarship programs?

From ORISE (**list names of scholarships**)

From other sources

University-Sponsored (**list names of scholarships**)

Other (NSF, DOD, etc.)

3. Are you currently receiving any **Federal Funding**? ____ If Yes, Please explain:

APPLICANT DATA

Applicant data is important in assessing the effectiveness of our efforts to solicit applications from a diverse population. Your completion and submission of this form will assist us in this regard, however, it is optional and you are not required to submit it. We appreciate your cooperation.

Race

- Caucasian (Having origins in any one of the original peoples of Europe, North Africa, or the Middle East)
- African American (Having origins in any of the Black peoples of Africa)
- Hispanic (Of Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture of origin, regardless of race)
- Native American (Having origins in any of the original peoples of North America, and maintaining cultural identification through tribal affiliation or community recognition)
- Asian or Pacific Islander (Having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Island -- for example, India, China, Japan, Korea, Philippine Islands, and Samoa)

Sex: () Male () Female

Date of Birth: _____
Month Day Year