

Guidelines for requesting funds from the Ithaca College Endowment for Experiential Learning and Undergraduate Research in Mathematics

The endowment will support experiential learning in mathematics with a priority given to undergraduate research activities. Students interested in advancing their understanding of mathematics through extracurricular experiences are invited to apply for funding.

Eligibility Criteria

Currently enrolled Ithaca College undergraduate students with a strong interest in mathematics are encouraged to apply. Priority is given to students majoring in mathematics or data science who have a GPA of 3.0 or higher in mathematics courses. Applicants must be undergraduate students at Ithaca College at the time the funds are distributed.

Application Requirements

The annual application cycle spans from August 15 until May 15. Applicants must submit an application form and a statement of purpose, and arrange for a faculty recommendation.

- **Application Form:**

- The endowment application form is available from the mathematics department website main page.

- **Statement of Purpose:**

- A statement, not to exceed one page, that describes the applicant's proposed extracurricular activity and its importance to the applicant's education. The statement may also address one or more of the following: current academic goals, future intended scholastic or professional endeavors, interest in proposed mathematical research, and motivation.
- Additionally, applicants for funds to travel to attend a conference, workshop, or other mathematical event must address how they will disseminate their event experience to the students and faculty at Ithaca College (for example, speak at math colloquium or math club meeting, post at ic_math Instagram, decorate a bulletin board).
- Travel fund applicants must include a list of estimated travel expenses as well as additional sources of travel funding, if applicable.

- **Faculty Recommendation:**

- Applicants must provide the name of a faculty member in the mathematics department who can provide more information about the applicant's potential to complete the experiential learning experience.

Submission Process

Application materials will be accepted anytime during the academic year. Applications will be reviewed on a rolling basis as of September 30. Complete applications received by September 30 will receive priority for funding for that academic year through the following summer.

- **Submission Method:**

- Submit the application form and statement of purpose via email to [Jill Ackerman](mailto:jackerman@ithaca.edu) at jackerman@ithaca.edu with the subject line: “Application for Math Endowment Funds.”

Selection Process

- **Review Committee:**

- A committee of two faculty members from the mathematics department will review all applications. One member will be the chair of the department and the other member will be elected by the math faculty.

- **Evaluation Criteria:**

- Applications will be evaluated on the significance of the proposed learning experience and the strength of the faculty recommendation.

- **Notification:**

- Applicants will typically be notified of the committee’s decision by October 14 or within 2 weeks of submission, whichever is later.
- Allocated travel funds not used before September 30 of the next application cycle will be forfeited.

- **Award amount:**

- Typically, a student may receive up to \$750 during any 12-month period.

Questions and Assistance

For any questions or further assistance regarding the application process, please contact the chair of the math department at mathchair@ithaca.edu.