The Richard H. and Mildred D. Kosaki Student Assistance Awards
2010 Spring Award Application Form

The purpose of The Richard H. and Mildred D. Kosaki Student Assistance Awards is to support scholarly activities of undergraduate students with a declared major in one of the Colleges of Arts & Sciences disciplines, with preference given to majors in the social sciences. Awards range from $500-$1,000. Support will be given for:
- Research projects (such as experimental, field or library projects)
- Educational projects (such as curriculum development or instructional enhancement)
- Artistic projects (such as art, music, theater, or dance productions)
- Participation in professional meetings and conferences. Preference given to applicants who have been invited to present (e.g. single papers, panel participation, posters, performances, etc.) If available, evidence of invitation should be submitted with the application.
- Other activities that enhance the undergraduate student’s academic experience

In order to be eligible, an applicant must be a classified undergraduate with a declared Arts & Sciences major. When appropriate, Arts & Sciences departments and programs may apply to fund scholarly activities relevant to a group of undergraduate students (e.g., prizes for outstanding undergraduate projects) and, when appropriate, submit statements of value from students.

Application Procedure
To apply, student must submit 3 copies of the application form and the attachments (described on next page) to:
Office of Community and Alumni Relations
Colleges of Arts & Sciences
University of Hawai‘i at Mānoa
2500 Campus Road, Hawai‘i Hall 311
Honolulu, HI 96822

Application Deadline
The application must be complete and in the aforementioned office by 4:00 p.m. on Thursday, March 4, 2010. Late or incomplete applications will not be considered. For more information, please call (808) 956-4051.

Applicants may be asked to participate in an on-campus interview by the selection committee. Final written completion report is due within 30 days of the completion date of the proposed activity. If a recipient is unable to carry out his/her responsibilities as described in the application, the funds must be returned to the Office of Community & Alumni Relations, Hawai‘i Hall 311.

Application Form

Name (as it appears in UH"banner" system):

____________________________________________________________________________________________________

8-digit UH student Banner ID#: ________________________

Permanent Address: ___________________________________________________________________________________

Daytime Phone Number and e-mail:______________________________________________________________________
Major: ___________________________________

Project Summary:______________________________________________________________________________________
____________________________________________________________________________________________________
____________________________________________________________________________________________________
____________________________________________________________________________________________________

Have you previously received a Kosaki Award?  Yes___ No___

Amount requested:_____________

Project completion date (completion report, described below, is due 30 days from this date): _______________________

Please submit 3 complete application packets collated accordingly and in ONE manila envelope (no fancy folders, bindings, etc.):

1. This completed application form as the cover sheet for each of the 3 packets.
2. One page, single-spaced description of your proposed academic endeavors in language and terms understandable to faculty in unrelated fields
3. Budget summary
4. Current official University transcript (original + 2 copies must be included in this packet; do NOT have transcript sent to office; and do NOT use the unofficial on-line transcript from the Banner System).
5. Letter of recommendation from a professor in your major at UH Mānoa, original + 2 copies in ONE sealed envelope provided by professor (preferably from one who can write about the nature and quality of the applicant and the proposed activity).

Completion Report (post-award requirement)
• Recipient must submit via e-mail, in Microsoft Word, a report of 750 (minimum) - 1,000 (maximum) words (approximately 1-2 single-spaced pages) describing the results of the activity and evaluating its outcome(s) in relation to the purposes and expected career benefit(s) specified in the application. The report is due NOT later than 30 days after completion of activity as specified on previous page. Submit to: karinm@hawaii.edu.

Report is mandatory. Failure to submit will result in ineligibility for future Arts & Sciences scholarships and awards.

• If recipient is unable to carry out his/her responsibilities as described in the application, the funds must be promptly returned to the Office of Community & Alumni Relations, Hawaii Hall 311.

The above has been acknowledged and accepted by:

Applicant signature _____________________________ Date ________________

(Revised 1/2010)