

# **BIOCHEMISTRY POST-BACCALAUREATE FELLOWSHIP PROGRAM: MENTEES**

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## **PROGRAM DESCRIPTION**

The Post-Baccalaureate Fellowship Program provides an opportunity for recent college graduates to immerse themselves in an individualized research and educational plan under a mentor's supervision for one to two years. The minimum expectation for each fellow is to devote 40 hours per week to the program. In addition to pursuing an individual research project, Post-Baccalaureate Fellows will receive Responsible Conduct of Research training and participate in academic and professional development activities such as, but not limited to, academic classes, scientific seminars, scientific writing, and interview skills.

## **PROGRAM OBJECTIVES**

1. Provide recent college graduates from underrepresented backgrounds in biochemistry or organic chemistry with one to two years mentored research experience.
2. Provide an individualized development plan to prepare Post-Baccalaureate Fellows for the graduate school application process, the rigors of graduate school, and a successful long-term career in the chemical sciences.
3. Foster the intellectual, professional, and emotional growth of Post-Baccalaureate Fellow

## **PROGRAM ELIGIBILITY**

To be eligible for the Post-Baccalaureate Fellowship program, candidates must meet the following requirements:

1. Be a U.S. Citizen, noncitizen national of the U.S., or permanent resident of the U.S.

2. Must have completed a baccalaureate degree in a biochemistry, chemistry, or another biomedically relevant science from an accredited college or university awarded no more than 36 months prior to applying. Students enrolled in a baccalaureate degree program who will complete the degree before starting the Post-Baccalaureate Fellowship program are eligible to apply.
3. Must not be enrolled in a degree program while participating in the Post-Baccalaureate Fellowship program.
4. Students from underrepresented populations in biomedical science as defined by the NIH ([Populations Underrepresented in the Extramural Scientific Workforce | SWD at NIH](#)) are encouraged to apply.

## **APPLICATION PROCESS FOR POST-BACCALAUREATE FELLOWS**

To be considered for the Post-Baccalaureate Fellowship Program, candidates will need to follow a 2-step process:

1. Apply online at [Careers at University of Texas Southwestern Medical Center \(utsouthwestern.edu\)](#). Candidates can reach out to the Program Coordinator, at [robyn.cooper@utsouthwestern.edu](mailto:robyn.cooper@utsouthwestern.edu), for a direct link to the posting.
2. After the online application has been submitted and within 72 hours of submission, the candidate must email the below items to [robyn.cooper@utsouthwestern.edu](mailto:robyn.cooper@utsouthwestern.edu) with the subject line "Last name, First name – Post-Baccalaureate Fellowship Applicant".

- a. A curriculum vitae (CV) or resume.
- b. Electronic copy of official or unofficial transcript(s) from all institutions attended post-high school.
- c. A personal statement detailing career goals, research experience and interests, and how this program will help the applicant achieve academic and career goals (approximately 1 page).
- d. 2 academic or professional letters of recommendation (e.g., research mentor, science professor, etc.).
- e. The application window will be open from the first business day in January to April 1<sup>st</sup> with priority given to students that apply by March 15<sup>th</sup>. Applications received after the deadline may not be reviewed based on space constraints. The program will start the second Monday in June.

## **SELECTION PROCESS FOR POST-BACCALAUREATE FELLOWS (ADMISSIONS COMMITTEE)**

1. Candidates may be selected from the following resources:
  - a. UT Southwestern careers page - [Careers at University of Texas Southwestern Medical Center \(utsouthwestern.edu\)](https://careers.utswmed.edu/)
  - b. ACS Bridge Fellows database - [For Students - American Chemical Society \(acs.org\)](https://www.acs.org/education/bridge-fellows/)
  - c. Graduate School – eApplication - [AMP \(utsouthwestern.edu\)](https://graduate.utsouthwestern.edu/apply/)
2. Once the target pool has been identified, qualified candidates are interviewed from January through April.
3. Number of candidates selected is contingent on funding.
4. The admissions committee extends offers by the 3<sup>rd</sup> week in April. Candidates must respond to an offer within 7 calendar days.

5. The candidates' information is submitted to the ACS Bridge Fellows program.

## **MENTOR/MENTEE PAIRING**

The mentees are notified of their mentors and introduced via email by the first business day of the week in May. The Program Coordinator schedules the initial meeting with your mentor within 2 weeks from the introduction email. This is a virtual introduction meeting and includes a discussion on what to expect during the first few days on campus. Mentors may be assigned to mentees in one of the following ways:

1. Program Director assigns mentor/mentee.
2. Mentor request.
3. Mentee request.

## **EVALUATION**

An evaluation of the program is completed at the end of each semester by each mentee. The Program Coordinator emails the survey links the first week in December and the first week in May. The survey should be completed within 7 days.

## **IMPORTANT DATES**

1. January – April 1<sup>st</sup>: Application Window
2. March 15<sup>th</sup>: Deadline for priority applications
3. June (2<sup>nd</sup> Monday): Program begins