

InfoReady Nomination Submission Instructions

U.S. Senator Phil Gramm Doctoral Fellowship Award

1. Navigate to the Graduate and Professional School's InfoReady portal (tamugrad.infoready4.com). This page should be bookmarked for later access.
 - a. Login using the button on the upper corner.
 - b. Click on the appropriate application from the table.

The screenshot shows the InfoReady portal interface. At the top, there is a navigation bar with the TAMU logo and 'Log In' and 'Help' buttons. Below the navigation bar, the main content area is titled 'Fellowships and Awards Application and Nomination Portal'. It features a welcome message and a table of available opportunities. A yellow arrow points to the 'Log In' button in the top right corner. Another yellow arrow points to the table below.

Title	Due Date	Category	Cycle
GREAT Program Federal Research Grant	07/31/2023	Funding	2022-2023

IMPORTANT: InfoReady works best on a computer (desktop or laptop). Accessing via mobile device may result in difficulties navigating the platform and submitting applications.

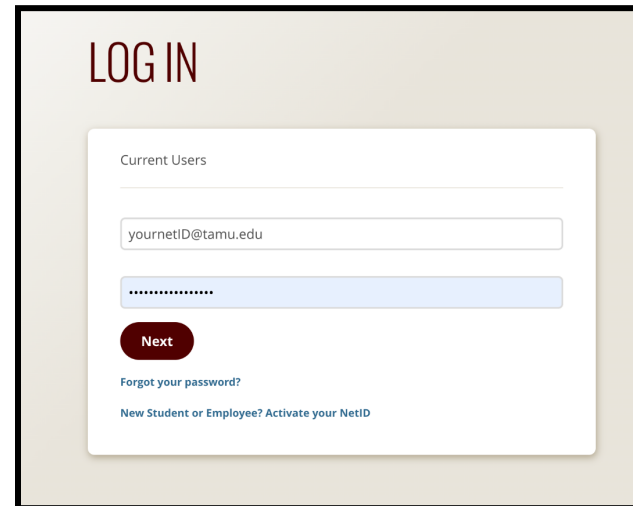
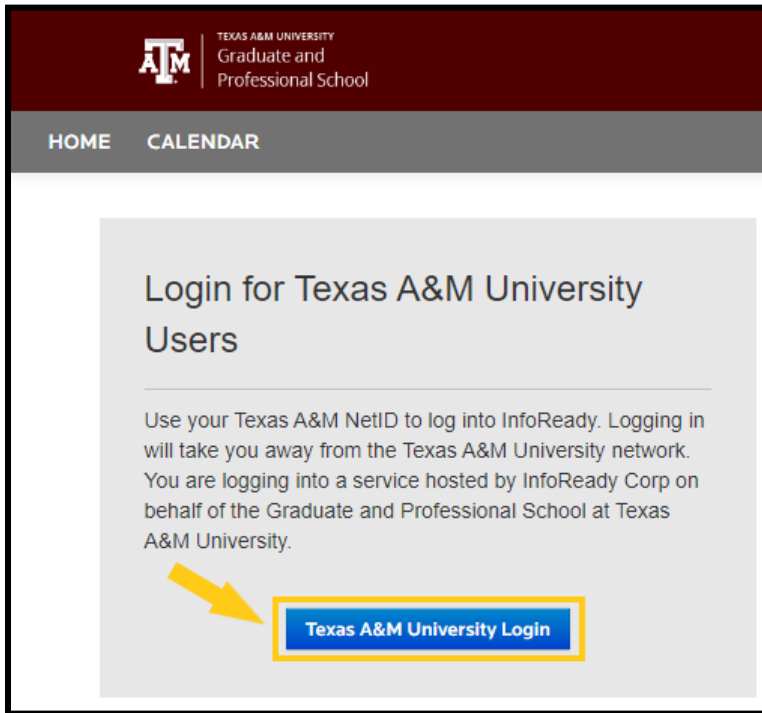
The U.S. Senator Phil Gramm Doctoral Fellowship application can also be accessed with the following link:

- ****Deadline: Friday, July 14, 2023, 5 pm CDT - <https://tamugrad.infoready4.com/#freeformCompetitionDetail/1907150>**
 - College/School Administrators will submit up to four (4) of the departmental nominations to the Graduate and Professional School via [InfoReady](#).

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2. Click on the blue **“Texas A&M University Login”** button. Please use your Texas A&M University CAS login credentials associated with your **@tamu.edu email**.



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3. Select **2023 U.S. Senator Phil Gramm Doctoral Fellowship Award** competition from the table. You will be taken to the competition's main page containing general information about the competition. Click **"Apply"** to proceed.

2023 US Senator Phil Gramm Doctoral Fellowship Award

Details **Apply**

2023 US Senator Phil Gramm Doctoral Fellowship Award

Internal Submission Deadline: Friday, July 14, 2023 at 5:00 pm

ADD TO CALENDAR

Description

The U.S. Senator Phil Gramm Doctoral Fellowship Award, available only to currently enrolled doctoral students at Texas A&M University, recognizes scholarly excellence. This fellowship was established to promote, encourage, and reward outstanding teaching and research by doctoral students whose command of their respective disciplines exemplifies the meaning of scholar/mentor in the highest sense.

The awardee will receive a:

- personalized award plaque
- fellowship in the amount of \$5000 (credited to recipient's TAMU student account) in fall 2023.

All departmental nominations must be submitted to the college/school level first. College/School Administrators will then select four (4) of the departmental nominations to submit to the Graduate and Professional School for final consideration.

Two Deadlines:

- Deadline for departmental nominations to be submitted to the college/school graduate dean: Friday, July 7, 2023, at 5pm CDT.
- Deadline for colleges/schools to submit up to four (4) nominations to the TAMU Grad School via InfoReady: Friday, July 14, 2023, at 5pm CDT.

Apply

To view a .pdf copy of the Phil Gramm Doctoral Fellowship Guidelines and InfoReady Nomination Submission Instructions, please click on the links under **"Supporting Documentation"**.

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U.S. Senator Phil Gramm Doctoral Fellowship Award

2023 US Senator Phil Gramm Doctoral Fellowship Award

[PDF](#)

Details | [Apply](#)

2023 US Senator Phil Gramm Doctoral Fellowship Award

▼ **Dates**

Internal Submission Deadline: Friday, July 14, 2023 at 5:00 pm
[ADD TO CALENDAR](#)

▼ **Details**

Administrator(s): Teagen Hruska (Owner)

Category: Awards

Participating Organization(s):

- College of Education and Human Development
- College of Architecture
- College of Engineering
- College of Agriculture and Life Sciences
- College of Arts and Sciences
- School of Public Health
- School of Veterinary Medicine & Biomedical Sciences
- School of Medicine
- Mays Business School
- Bush School of Government & Public Service
- College of Dentistry

Cycle: 2023-2024

Supporting Documents: [Announcement](#)

▼ **Description**

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- Please complete all required fields under the “**Details**” section of the application.

Answered 25/25 fields

Nomination Information

This nomination is being submitted by the following College/School *

College of Engineering

Submitter's First Name *

Teagen

Submitter's Last Name *

Hruska

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Look out for prompts mentioned by the administrator that provide instructions on how certain fields need to be answered.

Would you like to upload the information as a single .pdf or multiple .pdf?

Single Multiple

Nomination Packet Upload *

Upload all information requested as a single .pdf

InfoReady Nomination Submission Instructions

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Navigate between pages by using the “**Previous**” and “**Next**” buttons at the bottom of each page.

Acknowledge the statement below *

All of the requested information is included in the uploaded .pdf

[Previous](#) [Next](#)

[Save as Draft](#)

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Use the **“Save as Draft”** button to save the application without submitting it. Saved drafts can be accessed from the **“Applications”** tab on the navigation bar.

Nominee's Faculty Co-Advisor Email *

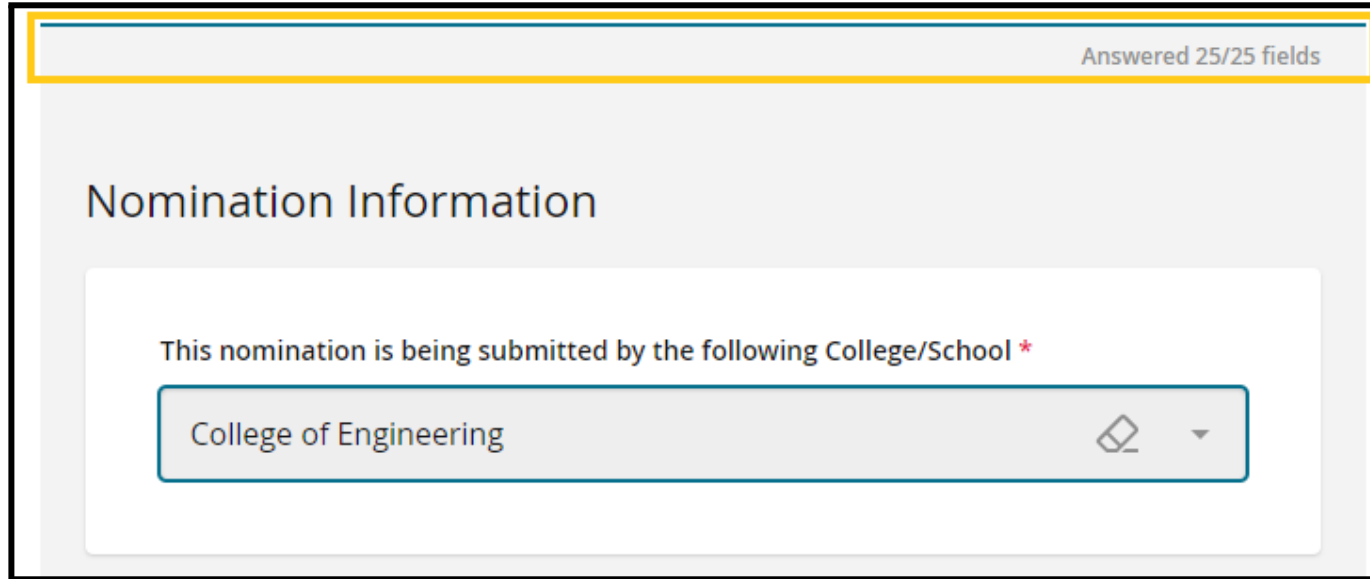
Next

Save as Draft

InfoReady Nomination Submission Instructions

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Track your progress using the blue bar at the top of each page.



Answered 25/25 fields

Nomination Information

This nomination is being submitted by the following College/School *



College of Engineering 

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Use the “Eraser” button to clear drop down selections

This nomination is being submitted by the following College/School *

College of Engineering  

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5. In the “**Nomination Documents**” section, please review the textbox for Nomination Packet instructions.

Nomination Packet

Each nomination packet should include the following information (**in the following order**):

1. **A cover sheet** that includes:
 - Title stating: Nomination for Gramm Doctoral Fellowship
 - Full name of student, student's email, UIN and student's current address
 - Name of nominator, department, college and nominator's email
2. **A letter of nomination**, summarizing the student's qualifications and why this student should be selected for the award (**2 pages maximum**).
3. **Personal, academic and career information** about the nominee, such as a curriculum vitae or resume. (**3 pages maximum**)
4. **Letters of support** regarding the nominee's teaching and research abilities by the faculty members of the nominating department, peers of the nominee, and students previously taught by the nominee at Texas A&M University. Submit no more than **two letters** of support in each of the preceding categories (e.g., faculty, peers, and students previously taught). **Max # of letters allowed is six. Two pages max per letter.**
5. **The student's specific research, teaching, and scholastic achievements** should include some or all of the following (**5 pages maximum**):
 - Information in support of the nominee's teaching abilities, including, but not limited to, courses taught, number of students enrolled, type of preparation required for teaching courses, course evaluations, and grade distributions.
 - Academic awards, scholarships, fellowships, or other scholarly recognition since becoming a graduate student.
 - Presentations at local, state, national or international meetings of professional societies or topical conferences. Please *do not* include manuscripts (identify meeting or conference, title of presentation, place, date and role played by student).
 - Printed or submitted publications. Please *do not* include manuscripts (document those accepted but not yet published). List a complete bibliographic citation with authors in the published order.
 - Other research-related, scholarly, creative, or innovative activities (techniques, devices, or concepts developed; grant proposals written; etc.).

InfoReady Nomination Submission Instructions

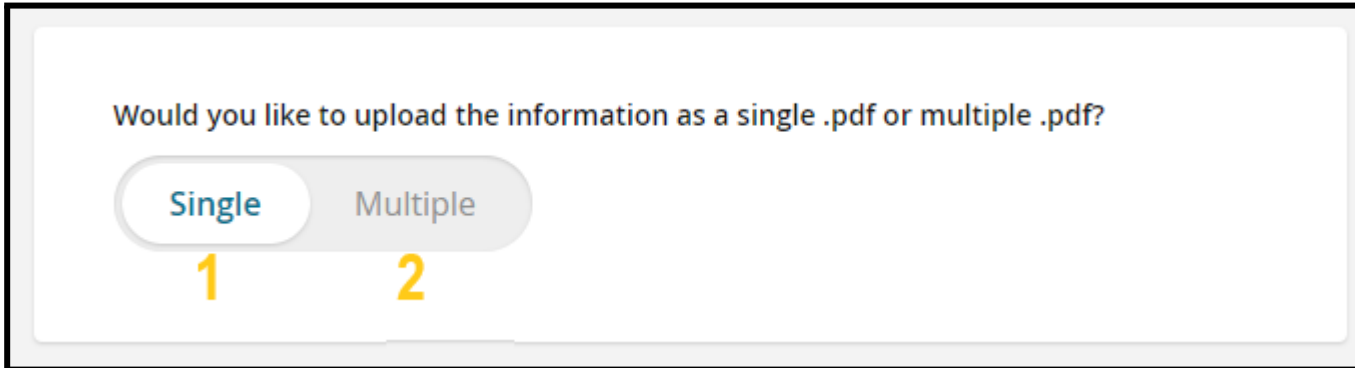
U.S. Senator Phil Gramm Doctoral Fellowship Award

6. Select how you would like to submit your packet:

1) Upload Nomination Packet as a combined document with all of the requested items (**single .pdf**)

-or-

2) Upload each requested document individually (**multiple .pdfs**) .

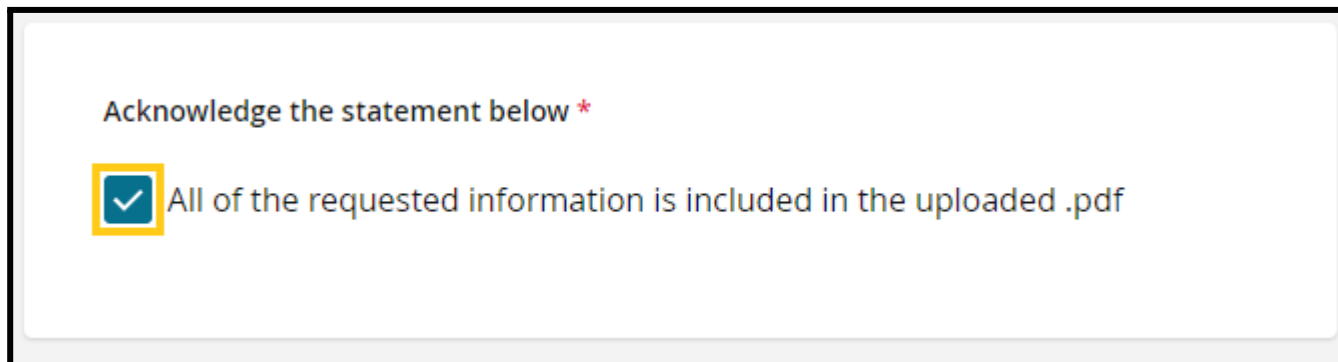


Would you like to upload the information as a single .pdf or multiple .pdf?

Single Multiple

1 2

1) If you selected "**Single**" for your upload option, confirm the nomination packet includes all of the requested information listed in the instructions.



Acknowledge the statement below *

All of the requested information is included in the uploaded .pdf

InfoReady Nomination Submission Instructions


U.S. Senator Phil Gramm Doctoral Fellowship Award


Drag and drop the file into the box or use the “**Choose File**” button to upload the single .pdf file containing all requested information.

Nomination Packet Upload *

Upload all information requested as a single .pdf

Drop a file here or click the button below to load the file.

[Choose file](#) 



InfoReady Nomination Submission Instructions


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2) If you selected “**Multiple**” for your upload option, please upload individual .pdf documents in the following sections:

Cover sheet *

Must contain the following: a title stating "Nomination for Gramm Doctoral Fellowship"; the full name of the student; student's email, UIN, and current address; the name of the nominator, department, college/school, and email


Drop a file here or click the button below to load the file.

[Choose file](#) 

Letter of nomination *

Summarizing the student's qualifications and why this student should be selected for the award (2 pages maximum).

Drop a file here or click the button below to load the file.

[Choose file](#) 

InfoReady Nomination Submission Instructions

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Curriculum Vitae or Resume *

Personal, academic, and career information about the nominee (3 pages maximum)

Drop a file here or click the button below to load the file.

Choose file




InfoReady Nomination Submission Instructions

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Letters of support

Faculty members of the nominating department *
2 letters maximum

Faculty member of the nominating department letter 1
2 pages max per letter

Drop a file here or click the button below to load the file.
[Choose file](#) 

Faculty member of the nominating department letter 2
2 pages max per letter

Drop a file here or click the button below to load the file.
[Choose file](#) 

InfoReady Nomination Submission Instructions

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Peers of the nominee *

2 letters maximum

Peer of the nominee letter 1

2 pages max per letter

Drop a file here or click the button below to load the file.

Choose file



Peer of the nominee letter 2

2 pages max per letter

Drop a file here or click the button below to load the file.

Choose file



InfoReady Nomination Submission Instructions

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Students previously taught by the nominee at Texas A&M University *

2 letters maximum

A student previously taught by the nominee letter 1

2 pages max per letter

Drop a file here or click the button below to load the file.

Choose file



A student previously taught by the nominee letter 2

2 pages max per letter

Drop a file here or click the button below to load the file.

Choose file



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The student's specific research, teaching, and scholastic achievements *

Should include some or all of the following (five pages maximum): Information in support of the nominee's teaching abilities, including, but not limited to, courses taught, number of students enrolled, type of preparation required for teaching courses or recitation, course evaluations, and grade distributions; Academic awards, scholarships, fellowships, or other scholarly recognition since becoming a graduate student; Presentations at local, state, national or international meetings of professional societies or topical conferences. Please do not include manuscripts (identify meeting or conference, title of presentation, place, date, and role played by student); Printed or submitted publications. Please do not include manuscripts (document those accepted but not yet published). List a complete bibliographic citation with authors in the published order; Other research-related, scholarly, creative or innovative activities (techniques, devices or concepts developed; grant proposals written; etc.).

Drop a file here or click the button below to load the file.

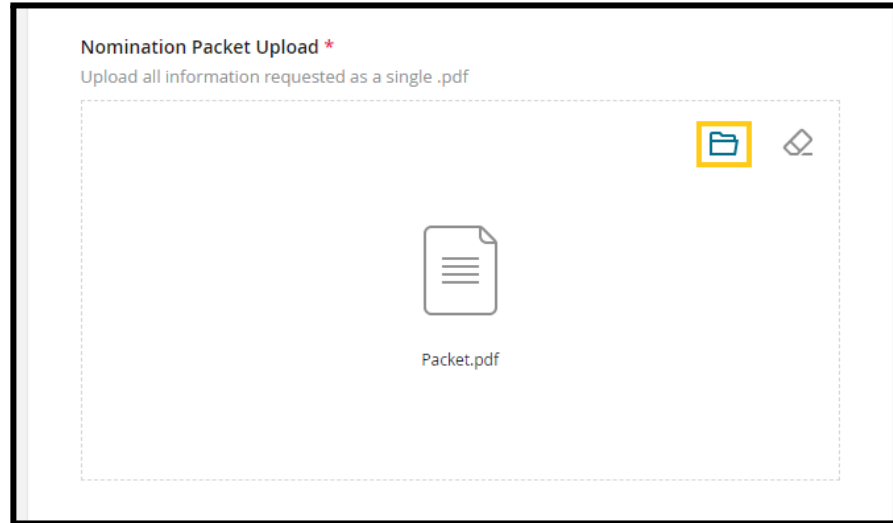
Choose file



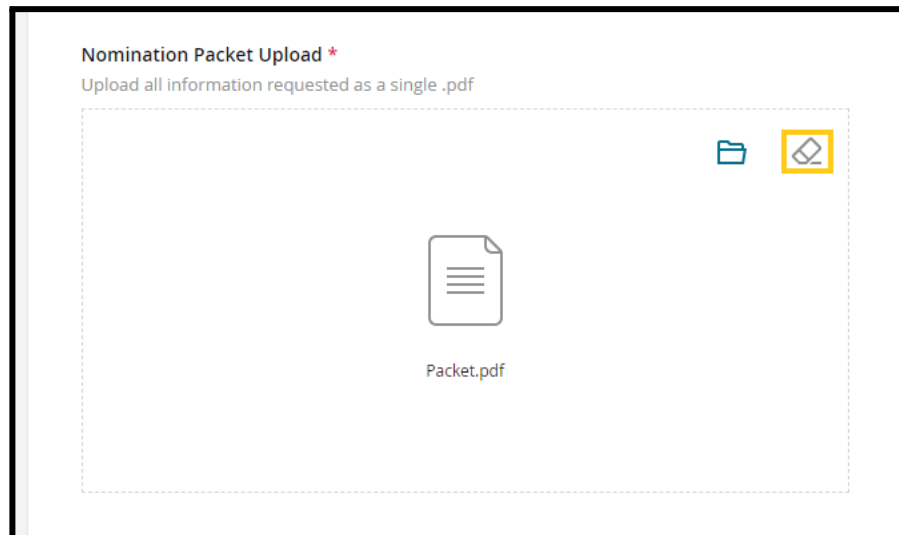
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Use the **“File”** button to replace the current document with a new one



Use the **“Eraser”** button to remove the current document



InfoReady Nomination Submission Instructions

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After you have uploaded all nomination documents click “Next”.

The student's specific research, teaching, and scholastic achievements *

Should include some or all of the following (five pages maximum): Information in support of the nominee's teaching abilities, including, but not limited to, courses taught, number of students enrolled, type of preparation required for teaching courses or recitation, course evaluations, and grade distributions; Academic awards, scholarships, fellowships, or other scholarly recognition since becoming a graduate student; Presentations at local, state, national or international meetings of professional societies or topical conferences. Please do not include manuscripts (identify meeting or conference, title of presentation, place, date, and role played by student); Printed or submitted publications. Please do not include manuscripts (document those accepted but not yet published). List a complete bibliographic citation with authors in the published order; Other research-related, scholarly, creative or innovative activities (techniques, devices or concepts developed; grant proposals written; etc.).

Drop a file here or click the button below to load the file.

[Choose file](#)

Previous Next

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7. In the “**Additional Email Addresses for Notifications**” section, enter a comma separated list of email addresses to be notified about updates to the application. This is optional.

Additional email addresses can be included to notify others that the application has been submitted.

Additional Email Addresses for Notifications

Add email addresses below for individuals who should receive notifications for your application. Individuals you identify will receive all notifications you receive.

Email Addresses for notifications
Include only email addresses for individuals that should receive notifications about your application.



[Previous](#) [Preview](#)

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Use the **“Preview”** button to review the application

Additional Email Addresses for Notifications

Add email addresses below for individuals who should receive notifications for your application. Individuals you identify will receive all notifications you receive.

Email Addresses for notifications

Include only email addresses for individuals that should receive notifications about your application.

[Previous](#) [Preview](#)

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Incomplete required fields will be highlighted. All required fields must be completed in order to **preview** and **submit** the application.

This field is required.

Nominee's UIN *

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8. Use the **“Preview”** section to review the information entered before submitting.

This nomination is being submitted by the following College/School *

College of Engineering ▼

Submitter's First Name *

Teagen

Submitter's Last Name *

Hruska

Submitter Contact Information

Submitter's Email *

thruska@tamu.edu

Submitter's Phone Number *

0000000000

Is the nominator different from the individual submitting the InfoReady application? *

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Use the “**Edit**” button for each page to return to the page and alter the information entered.

Acknowledge the statement below *

All of the requested information is included in the uploaded .pdf

[Edit](#)

Additional Email Addresses for Notifications

Add email addresses below for individuals who should receive notifications for your application. Individuals you identify will receive all notifications you receive.

Email Addresses for notifications

Include only email addresses for individuals that should receive notifications about your application.

Separate email addresses with commas

[Edit](#)

[Submit](#)

[Save as Draft](#)

InfoReady Nomination Submission Instructions

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9. **“Save or Submit Your Application”** section:

Additional email addresses can be included to notify others that the application has been submitted.

To complete the application at a later time, click on the **“Save as Draft”** button.

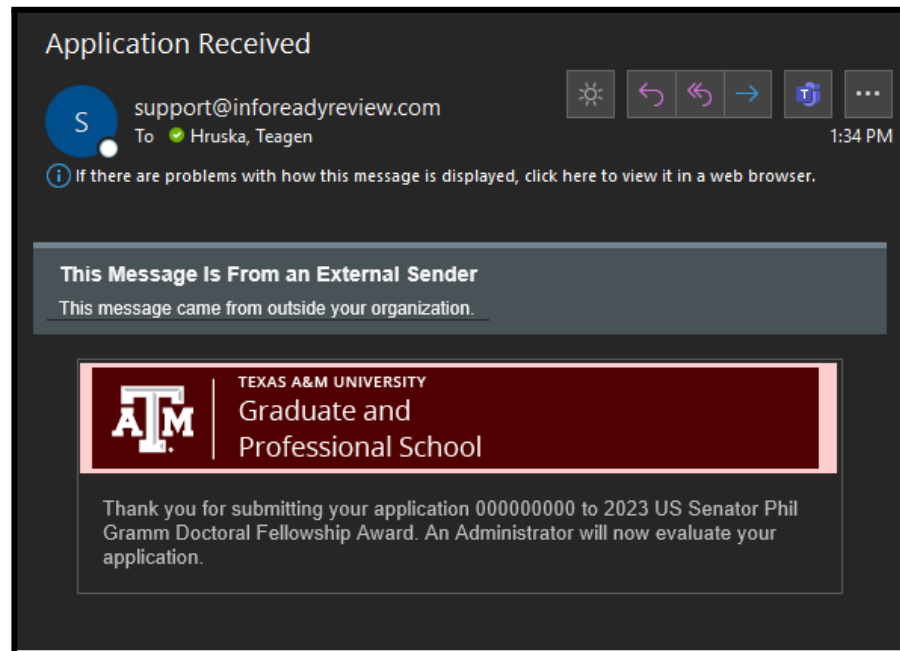
To submit the application, click on the **“Submit Application”** button.

The screenshot displays a web form for nomination submission. At the top, the section is titled "Email Addresses for notifications" with the instruction "Include only email addresses for individuals that should receive notifications about your application." Below this is a text input field with the placeholder text "Separate email addresses with commas". To the right of the input field is an "Edit" link. At the bottom left of the form is a "Save as Draft" button, and at the bottom right is a "Submit" button. Both buttons are highlighted with a yellow border. A yellow arrow points to the "Submit" button.

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Once the application is submitted, you will receive an email confirmation from **Texas A&M Graduate and Professional School** <support@inforeadyreview.com>.



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Use the **Applications** tab on the navigation bar to view all of your submitted and draft nominations.

ATM TEXAS A&M UNIVERSITY Graduate and Professional School

Hello, Teagen | Sign Out | Help

HOME CREATE MANAGE REVIEWS **APPLICATIONS** PROGRESS REPORTS CALENDAR MESSAGES REPORTS ADMIN

Your Applications

All of your applications are listed below. The search, sort and filtering options allow you to organize your applications as desired. Click the application title to access your draft or submission, details about the opportunity, and any applicable Progress Reports.

Show entries Search:

Application Title	Competition Title	Status	Due Date	Organizer	Cycle	
		All		All	All	
000000000 (001687)	2022-2023 Graduate and Professional School Annual Fellowship Reporting Form Survey	Draft	06/30/2023		2022-2023	
000000000 (001753)	2023 US Senator Phil Gramm Doctoral Fellowship Award	Accepted (by Proxy)	07/14/2023		2023-2024	
000000000 (001686)	2022-2023 Graduate and Professional School Annual Fellowship Reporting Form Survey	Submitted (by Proxy)	06/30/2023		2022-2023	
test (001688)	2023 - 2024 Dissertation Fellowship (Round 1)	Not Awarded (by Proxy)	05/12/2023		Round 1	

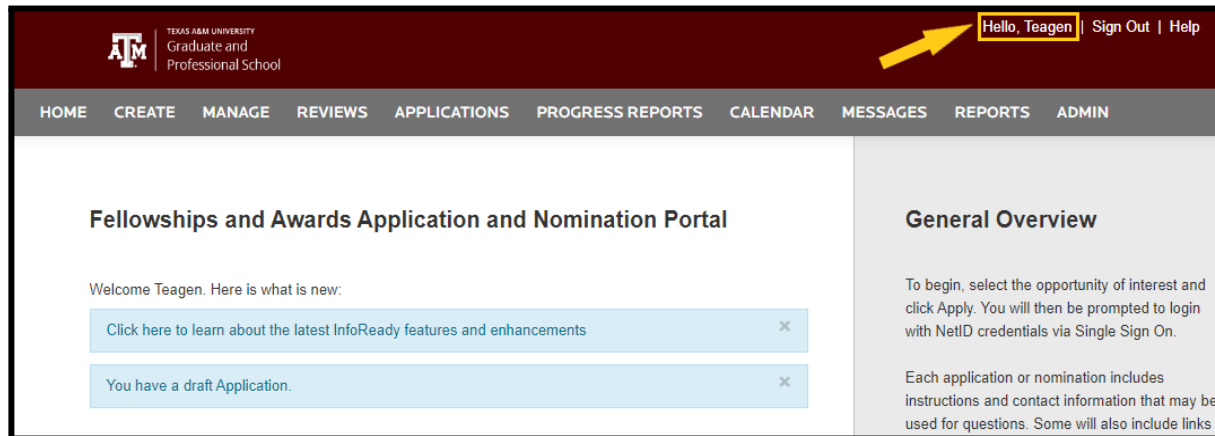
Showing 1 to 4 of 4 entries Previous Next

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How to update your organization/college details linked to your profile

1. Log in to your account, click your name on the top right corner of the screen.



2. Click on the “**Add College/Department**” button to change your organization.

The screenshot shows the 'User Profile' form. The form includes fields for *First Name (Teagen), *Last Name (Hruska), Primary Title, College/Department, and Secondary Organization. The 'College/Department' field is highlighted with a yellow box, and a yellow arrow points to the 'Add College/Department' button. A dropdown menu is open below the button, showing the following options: College of Education and Human Development (with a close icon), Educational Administration and Human Resource Development, and Resource Development. The 'Secondary Organization' field has an 'Add Secondary Organization' button.

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3. A popup will appear. Select the college/department then click “**Save & Close.**”

Select 1 Organization

Search:

Arrows expand your organization choices. Non-bolded names represent the lowest level listed.

[Unselect All](#)

- College of Dentistry
- College of Education and Human Development
 - Educational Administration and Human Resource Development
 - Educational Psychology
 - Kinesiology and Sports Management
 - Teaching, Learning and Culture
- College of Engineering
- College of Nursing

Doing this will ensure that the selected College/Department will be used while you are filling out nominations in InfoReady. The system will automatically populate the aforementioned college/department based on information selected in your profile.

Need further assistance? Please contact: grad-award-admin@tamu.edu