

Preliminary Applicant Questions

Please answer the following questions to determine if you are eligible to apply for the Health & Society Scholars program:

1. **Are you a U.S. citizen or permanent resident?**

Yes

No

2. **Have you completed or will you complete a doctoral degree by August 1, 2009?**

Yes

No

Applicant Information

Please choose an Applicant ID (at least five characters long) and Password (at least five characters long) that you can remember. If you already have registered, please [login](#).

Applicant ID	Password
<input type="text"/>	<input type="text"/>
	Confirm Password
	<input type="text"/>

Do not share your Applicant ID with anyone else.

User Information

Prefix	First Name	M. I. [optional]	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Current Position	Institution [required only for office addresses]
<input type="text"/>	<input type="text"/>

In the fields below, please provide the best address, telephone number and email address where you can be reached by program staff. (Please be sure not to use a PO Box or other mailing address that cannot receive overnight signed deliveries.)

Preferred Mailing Address	Preferred Mailing Address Line 2 [optional]		
<input type="text"/>	<input type="text"/>		
City	State/Province	Country	Postal Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Fax [optional]	Email	Retype Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Is the above a home or office address?

How did you hear about the Health & Society Scholars (HSS) program? (check all that apply)

<input type="checkbox"/> Brochure/postcard	<input type="checkbox"/> HSS Web site	<input type="checkbox"/> Conference
<input type="checkbox"/> Journal Ad	<input type="checkbox"/> Colleague	<input type="checkbox"/> Other Specify: <input type="text"/>

Once you submit this form, you will receive an email confirming your registration for the Health & Society Scholars Online Application System. This email also will re-state your Applicant ID and Password for future reference.

Health & Society Scholars Online Application

Please complete all of the following sections.

Section	Status
Personal References	complete this first
Education and Training	incomplete
Experience and Skills	incomplete
Activities and Publications	incomplete
Personal Statements	incomplete
Writing Sample	incomplete
Location Preferences	incomplete
Curriculum Vitae	incomplete
Additional Comments	incomplete

Please note that you must complete and submit the Personal References section before you can begin working on any other sections!!

You may change one or more of your references at a later date, but only if the original reference has not already submitted their letter of recommendation. You are able to check on the status of references received for you by returning to look in the personal references section. Please note that it is your responsibility to ensure that all of your references have been received by the application deadline. Applications without three completed references will not be reviewed.

You may complete the rest of the application over multiple sessions by logging in with your applicant ID and password. You will be able to save your work, re-enter, revise, and continue on to other sections. Once you have completed and saved all of the above sections, the "Final Submission" link will appear on this page. Click this link after you are sure that your application is correct and complete because you will not be able to edit your application after you click the link. Your application is not official unless you click the "Final Submission" link. All applications must be submitted online by October 3, 2008 (5:00 PM EDT).

NOTE: All questions are required unless marked as "optional."

Important: We recommend that you print out the application for your records. To do this you must go to each section and select "print..." from your browser. You may do this after you have submitted your application.

Change [your contact info](#) or [your account password](#).

[Withdraw or reverse the withdrawal of your application.](#)

Personal References

The Health & Society Scholars program requires that applicants supply three letters of recommendation. As the program promotes interdisciplinary research, we strongly recommend that one of the three references be from someone outside of your academic discipline or from a place of employment. We suggest you direct your references to the [Health & Society Scholars Web site](#) for background information.

Important: Before completing this section, make sure that the references listed below already have agreed to provide a letter of recommendation. **You must complete all three references at the same time. If you are not ready to do so, you may come back and complete this section at a later date. However you may not complete any other sections of your application until you have completed this section.** In order to allow your references as much lead time as possible, you SHOULD complete and submit this section as soon as possible.

As soon as you submit this section, the references listed below will receive an email directing them to fill out a recommendation letter online. Thus, it is critical that the email addresses you provide are correct and current. Applicants will not be able to view the letters of recommendation through the Online Application System, nor will they be able to request copies of the letters from the program. All letters must be received by October 3, 2008 (5:00 PM EDT). If we do not receive all three letters, your application will not be reviewed.

Important: Sometimes legitimate emails get deleted as spam. You should confirm with each of your references that they received an email requesting a recommendation letter after you submit his/her information to us.

Please note that you will be able to change the contact information for references that have not yet been received. Changes to a contact (as identified by their email address) will cause a new request for a recommendation letter to be sent to the newly identified reference person. The original person listed prior to the change will also be contacted by the Health and Society Scholars program to inform them that they no longer need to submit a recommendation letter for you. Once a letter of recommendation has been received from a reference, however, you will not be able to substitute a different person for that recommendation. You may check the status of letters by returning to this page.

You may also resend a request at any time to your reference providers. This will generate a new email request to them. You should use this option when a reference provider misplaced or never received their request. To resend the request simply click on the "resend request" link that will appear next to any reference that has not yet been received.

Reference 1

Prefix	First Name	M. I. [optional]	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organization Name			
<input type="text"/>			
Title			
<input type="text"/>			
Unit/Department [optional]	Phone		
<input type="text"/>	<input type="text"/>		
Primary Email	Enter Primary Email Again		
<input type="text"/>	<input type="text"/>		
Secondary Email [Optional] *	Enter Secondary Email Again		
<input type="text"/>	<input type="text"/>		

Reference 2

Prefix	First Name	M. I. [optional]	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organization Name			
<input type="text"/>			
Title			
<input type="text"/>			
Unit/Department [optional]	Phone		
<input type="text"/>	<input type="text"/>		
Email	Enter Email Again		
<input type="text"/>	<input type="text"/>		
Secondary Email [Optional] *	Enter Secondary Email Again		
<input type="text"/>	<input type="text"/>		

Reference 3

Prefix	First Name	M. I. [optional]	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organization Name			
<input type="text"/>			

<input type="text"/>	
Title	
<input type="text"/>	
Unit/Department [optional]	Phone
<input type="text"/>	<input type="text"/>
Email	Enter Email Again
<input type="text"/>	<input type="text"/>
Secondary Email [Optional]*	Enter Secondary Email Again
<input type="text"/>	<input type="text"/>

*In some instances, the filtering systems used by certain institutions block the reference request emails generated by our online application system. By supplying a secondary email address for your references, you increase the likelihood that they will be received.

Education and Training

1. **Undergraduate education:** Enter up to three undergraduate institutions below in reverse chronological order. (AT LEAST ONE REQUIRED)

Name of Institution	City, State	Years Attended	Major	Degree
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>

2. **Primary Graduate Degree** Please enter the graduate education most relevant to your discipline. If you have not yet completed your degree, but will by August 1, 2009, enter the information below and use your expected graduation year as the end date for your degree. (REQUIRED)

Name of Institution	City, State	Years Attended	Field of Study	Degree
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
If "Other", enter field of study:			<input type="text"/>	

3. **Other graduate education:** Enter up to three other graduate and/or medical schools below, most recent first. If you have not yet completed a degree, but will by August 1, 2009, enter the information below and use your expected graduation year as the end date for your degree. (OPTIONAL)

Name of Institution	City, State	Years Attended	Field of Study	Degree
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
If "Other", enter field of study:			<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
If "Other", enter field of study:			<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
If "Other", enter field of study:			<input type="text"/>	

4. **Title of dissertation(s):** Enter the title(s) of your dissertation(s), if applicable.

5. **Dissertation Status:** Have you completed your dissertation and received your doctoral degree?

- 5a. **Dissertation not Complete:** If your dissertation is not yet complete (or if it does not apply due to your discipline), please comment on the expected completion date. (REQUIRED if the response to question 5 is

discipline), please comment on the expected completion date. (REQUIRED if the response to question 5 is "No")

5b. **Year you completed your doctoral degree:** (REQUIRED if the response to question 5 is "Yes")

6. **Post-graduate and/or medical training:** Enter up to three post-graduate and/or post-MD training Programs below. (OPTIONAL)

Name of Institution	City, State	Years Attended	Field of Study	Type of Program
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	<input type="text"/>	<input type="text"/>

Experience and Skills

1. **Academic, research, and/or professional experience (if applicable):** List up to 10 relevant academic, research and/or professional positions that have not been previously listed. Begin with the most recent experience. Fill in all columns for each experience. Descriptions are limited to 250 characters including spaces.(OPTIONAL)

Name of Institution	Position/title	Dates	Brief Description (< 250 chars)
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/> to <input type="text"/>	

to

to

2. **Methodological and analytical skills:** Briefly describe specific research and analytical skills acquired during your training (e.g., research and survey design, specific qualitative and/or quantitative analysis methods and techniques). **Limit to 2500 characters including spaces.** (REQUIRED)

characters used

Activities and Publications

1. **Committee membership:** List up to three academic and/or non-academic committees on which you have served that are most relevant to this program. (OPTIONAL)

Title of committee	Dates of Service	Brief Description (< 225 characters including spaces)
<input type="text"/>	<input type="text"/> to <input type="text"/>	
<input type="text"/>	<input type="text"/> to <input type="text"/>	
<input type="text"/>	<input type="text"/> to <input type="text"/>	

2. **Awards and honors:** List up to five awards and honors you have received in the course of your training or work. (OPTIONAL)

Title of Award	Year(s) Awarded	Brief Description (< 225 characters including spaces)
<input type="text"/>	<input type="text"/> to <input type="text"/>	

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3. **Professional memberships:** List up to five memberships in professional associations. Please do not use acronyms. (OPTIONAL)

Name of Association

Dates of Membership	
	to
	to
	to
	to
	to

4. **Publications:** Beginning with your most recent work, list up to 10 publications that are relevant to the Health & Society Scholars program. You may cut and paste citations from your CV. **For manuscripts with multiple authors you must briefly indicate your role in parentheses after the citation. If not yet published, describe status (e.g., submitted, accepted pending revisions, in press).** Skip a line after each citation. **Additional formatting will not be retained and is not required.** (OPTIONAL)

5. **Page complete:** If you deliberately wish to make no entries on this page please check below. Please make sure that you fill in all relevant entries on this page even if you elect to upload your CV as well, as you can only be certain that reviewers will consider this information in their review of your application if you include it in this section of the application. (REQUIRED IF ALL OTHER ENTRIES ARE BLANK)

I have no entries to submit on this page and this section can be considered complete.

Personal Statements

1. Describe your dissertation or other recent or current research (including what led you to it and why it is important). Limit to 5000 characters including spaces and punctuation. (REQUIRED)

characters used

2. What questions are you interested in addressing while in the Robert Wood Johnson Foundation Health & Society Scholars program? How will the program build on your work to date, fill gaps in your current knowledge and skills, and change your career trajectory. Limit to 5000 characters including spaces and punctuation. (REQUIRED)

characters used

Writing Sample


Submit a writing sample you consider to be representative of your best writing, research, and analytical abilities. The writing sample may be a chapter from a doctoral dissertation, a journal article, a paper currently under journal review, a policy brief, or a research proposal. The review committee strongly prefers a sample in which you are the single author. If that is not an option for you, co-authored documents may be submitted with the condition that you must specifically describe the roles and responsibilities you played in the production of the document. The National Program Office does not provide advice on your selection of documents. The document (including references, charts, etc.) must not exceed the equivalent of 25 double-spaced pages. (REQUIRED)

Important: We will accept only files in **Microsoft Word (.doc)**, **Portable Document Format (.pdf)**, or **Rich Text Format (.rtf)**. Please try to limit the size of the file to 2MBs or less.

To complete the submission, follow the two steps below.

Step 1. Locate your writing sample on your computer.

Locate the file on your hard drive or other electronic media.


 **TIP:** Save, copy or move the file to a familiar location (e.g., Desktop, My Documents).

Step 2. Upload writing sample.

To upload your document to the Health & Society Scholars Online Application System. Select the [Browse...] button below to navigate to the document that you located in Step 1. Alternatively, on a PC (but not a Mac), you may type the full path to the document into the text box (e.g. c:/temp/mycv.doc). Hit submit to upload your document.

File Upload Area

Writing Sample:



The image shows a graphical user interface for file upload. It consists of a large rectangular text input field for the file path, a smaller rectangular button to its right, and a separate rectangular button centered below the main text field.

Once you press the submit button, please be patient and wait for the upload to finish as files may take many minutes to upload, depending upon the size of the file and the connection speed. DO NOT PRESS THE SUBMIT BUTTON MULTIPLE TIMES.

Location Preferences

1. **Location preferences:** Please indicate your preferences regarding interviewing at each of the participating universities using the dropdown menu choices of "definitely interested", "would consider" or "would not consider or ineligible." Finalists will be offered interviews at up to a maximum of 3 sites. Decisions as to where a finalist will interview will take into account the applicant's preferences, the sites' preferred candidates, and the recommendations of our National Advisory Committee. Your response at this time **will not** influence your chances for overall acceptance into the program. With regards to eligibility for a particular site, Scholars in general will not be placed at sites where they have worked or received training in the past two years. However, if you feel that the research and training opportunities at a particular site where you are currently located (or have been within the past two years) are so unique to your career development in population health that they could not be matched by any other site, please indicate your reasons in the "additional comments" box. (REQUIRED)

Institution	Would interview	I have worked or received training at this university within the past two years.
Columbia University	<input type="text"/>	<input type="text"/>
Harvard University	<input type="text"/>	<input type="text"/>
UCSF & UC Berkeley	<input type="text"/>	<input type="text"/>
University of Michigan	<input type="text"/>	<input type="text"/>
University of Pennsylvania	<input type="text"/>	<input type="text"/>
University of Wisconsin	<input type="text"/>	<input type="text"/>

2. **Additional comments on your location preferences.** Limit to 5000 characters including spaces. (OPTIONAL)

characters used


Curriculum Vitae

It is optional to also submit your curriculum vitae in addition to completing this application form. However, please note that you can only be certain that reviewers will consider information in their review of your application if you entered it in the appropriate sections of the application form. If you do not choose to additionally submit your CV, check the box at the bottom of the page indicating that you elected not to submit a CV. This is necessary in order for all sections of the application to be considered complete when you come to the final submit step. Please make sure that you fill out all relevant entries in all sections of the application even if the information is contained in your CV.

Important: We will accept only files in **Microsoft Word (.doc)**, **Portable Document Format (.pdf)**, or **Rich Text Format (.rtf)**. Please try to limit the size of the file to 2MBs or less.

Step 1. Locate your CV on your computer.

Locate the file on your hard drive or other electronic media.

 **TIP:** Save, copy or move the file to a familiar location (e.g., Desktop, My Documents).

Step 2. Upload your CV.

To upload your document to the Health & Society Scholars Online Application System, select the [Browse...] button below to navigate to the document that you located in Step 1. Alternatively, on a PC (but not a Mac), you may type the full path to the document into the text box (e.g. c:/temp/mycv.doc). Hit submit to upload your document.

File Upload Area

Curriculum Vitae:

Once you press the submit button, please be patient and wait for the upload to finish as files may take many minutes to upload, depending upon the size of the file and the connection speed. DO NOT PRESS THE SUBMIT BUTTON MULTIPLE TIMES.

I do not wish to provide my Curriculum Vitae and this section can be considered complete.

Additional Comments

1. **Additional Comments:** Please enter any additional comments that you believe are relevant to your application. Limit your comments to 2500 characters or less including spaces. (OPTIONAL)

characters used

2. **Page complete:** If you deliberately wish to make no additional comments please check below. (REQUIRED IF NO COMMENT IS ENTERED)

I have no additional comments, and this section can be considered complete.