



Administrative Fellowship Application Checklist

Applicant Information

Name:

Current Address:

City:

State:

Zip Code:

Phone Number:

Email:

Graduate School/Institution:

Degree:

Anticipated Date of Degree Completion:

The combined PDF application must include the following in order:

- Application Checklist
- Cover Letter
- Resume
- Personal Statement

Define your career objectives, reasons for applying for a fellowship at JPS, main areas of interest, and what makes you a unique applicant.

- Scanned Official Transcripts
 - o Undergraduate
 - o Graduate
- Two Letters of Recommendation
 - o Academic (Faculty or Director)
 - o Current or Former Employer

All applications must be submitted as one complete PDF file and be received by the end of the business day on September 30, 2019 in order to be considered.

Please address all questions regarding the Administrative Fellowship and send the completed application to fellowship@jpshealth.org