Minority Access to Research Careers  (MARC) /Initiative for Maximizing Student Development (IMSD)
Application Instructions

Please read these instructions carefully, if you have any questions regarding the programs or application contact Rachel Henderson, Ph.D. (rhenderson@berkeley.edu/ 510-643-4746).

Application Form and Essays
• You may apply to either or both the MARC and IMSD Scholars program with this single application form. Use the check boxes to indicate if you are applying to MARC, IMSD or both. To apply for MARC, you must be at least a junior and able to commit to 2 consecutive 12-month periods (e.g. Sept 1, 2011-Aug 31, 2013). To apply for IMSD you must be at least a junior and able to commit to 2 semesters and a summer (e.g. Sept 1, 2011-Aug 31, 2012) with the possibility of renewing for 2 additional semesters. See the MARC and IMSD websites for more details on requirements and eligibility.
• If you are already in a lab and wish to continue with that faculty member, write in that person’s name. If you are not currently in a lab or would like to change labs, indicate the faculty with whom you would like to work. Please review the faculty research interests on the MARC (http://marc.berkeley.edu/faculty.html) and IMSD (http://imsd.berkeley.edu/mentors.html) websites. You may choose from either faculty lists for both MARC and IMSD. For example you may apply to the MARC program and list a faculty member who appears only on the IMSD website (e.g., Rachel Brem) as a prospective faculty mentor. The MARC and IMSD faculty have an interest in working with MARC and IMSD Scholars and a commitment to mentoring, but you are not limited to faculty on those lists. All other things being equal, priority will be given to those applicants who already have a placement in the lab in which they wish to continue. Therefore, if you do not have a current lab position or would like to change labs, we strongly encourage you to talk with Rachel Henderson (rhenderson@berkeley.edu, 510.643.4746) well BEFORE the application deadline about how to find a lab placement that is a good fit for you. Remember that prior research experience is required for the IMSD and MARC Scholars programs.
• If you are applying to the MARC program complete the MARC leadership essay. For IMSD complete the externship essay. If you are applying to both programs you will need to complete both essays.

Letters of Recommendation- Faculty mentor letter
• If you are currently in a lab and intend to STAY in that lab as a Scholar one of your letters MUST come from your faculty mentor. Provide the faculty mentor with the letter instructions and faculty mentor expectation document (last 2 pages of the application). Make sure that you discuss the program and your interest in it with your faculty mentor and provide them with sufficient time to complete your letter.

Letters of Recommendation-other
• The best letters will come from people who know you well and can speak to your interest in and aptitude for research, preparation for graduate studies and how being a Scholar will benefit you. Make sure your referees understand what you are applying to and why. Provide them with sufficient information in person or via mail. Referees are welcome to address any issues that may have impacted you that require special consideration. The second letter does not have to be from a faculty member – it could be from a GSI, employer, advisor, mentor, etc.
Submit your application packet by email to marcscholars@berkeley.edu or in person to 2018 VLSB (BSP OFFICE) by 5 pm Aug 1, 2011

PLEASE INCLUDE ALL OF THESE ITEMS IN YOUR APPLICATION PACKAGE:

- Application form with included or attached essays
- Unofficial Transcript(s)
- Résumé

*In addition you MUST have two letters of recommendation sent to our offices. At least one letter must be from a science faculty member. If you are in a lab and intend to stay in that lab, one letter MUST be from that faculty member. **You MUST provide your lab mentor with the Faculty Mentor Reference Letter of Support Instructions and Expectations Document.** The letters should be addressed to the Selection Committee and mailed to Biology Scholars Program 2018 VLSB, UC Berkeley, Berkeley, CA 94720-3140 or emailed to: marcscholars@berkeley.edu or faxed to 510-643-9961 by 5 pm Aug 1, 2011.

PLEASE ATTACH PAPERS WITH A PAPER CLIP OR BINDER CLIP. DO NOT STAPLE. THANK YOU!

PROGRAM FOR WHICH YOU ARE APPLYING:

- IMSD Scholars
- MARC Scholars
- BOTH

PERSONAL INFORMATION:

NAME:

STUDENT ID NUMBER: DATE OF BIRTH: WHERE WERE YOU BORN?

GENDER: □ MALE □ FEMALE

PERMANENT ADDRESS:

TELEPHONE NUMBER (Circle one: home, work, mobile):

EMAIL ADDRESS:

ARE YOU A U.S. CITIZEN, PERMANENT RESIDENT, NON CITIZEN NATIONAL or LAWFUL PERMANENT RESIDENT OF THE U.S.?* □ YES □ NO

ETHNIC CATEGORY (check all that apply)**:

- □ AFRICAN-AMERICAN
- □ ASIAN
- □ ALASKA NATIVE
- □ CAUCASIAN
- □ CHICANO-LATINO
- □ NATIVE AMERICAN
- □ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER
- □ OTHER: ____________________

ETHNICITY: (e.g., Chinese, Vietnamese, Mexican, Filipino, Nigerian)

ARE YOU CONSIDERED AS HAVING A DISABILITY? (Defined as a physical or mental impairment that substantially limits one or more major life activities). □ YES □ NO

WHAT IS THE HIGHEST LEVEL OF EDUCATION ATTAINED BY YOUR PARENTS OR GUARDIANS?

MOTHER/GUARDIAN

FATHER/GUARDIAN

ARE YOU FROM A DISADVANTAGED BACKGROUND?*** □ YES □ NO
**ACADEMIC INFORMATION:**

CURRENT UNDERGRADUATE STATUS: □ FRESHMAN □ SOPHOMORE □ JUNIOR □ SENIOR

DECLARED OR INTENDED MAJOR:

SEMESTER AND YEAR OF ANTICIPATED GRADUATION:

GRADE POINT AVERAGE:

**RESEARCH INTERESTS AND HISTORY:**

TO WHICH GRADUATE PROGRAM(S) ARE YOU INTERESTED IN APPLYING? (e.g. Ph.D. in Biology, MD/Ph.D.)

WHEN DO YOU EXPECT TO APPLY?

HAVE YOU HAD PREVIOUS RESEARCH EXPERIENCE? □ YES □ NO

ARE YOU CURRENTLY WORKING IN A LAB? □ YES □ NO  IF YES – INDICATE WHICH LAB AND WHETHER YOU PLAN ON CONTINUING IN THAT LAB.

IF YOU ARE NOT CURRENTLY IN A LAB OR INTEND ON CHANGING LABS, PLEASE IDENTIFY TWO AREAS OF RESEARCH THAT INTEREST YOU (e.g., Cancer Biology, Neurobiology, etc.)

1)  

2)

IF YOU ARE NOT CURRENTLY IN A LAB OR INTEND ON CHANGING LABS, PLEASE INDICATE AT LEAST TWO FACULTY WHOSE RESEARCH INTERESTS YOU (BASED ON YOUR STATED INTERESTS ABOVE- SEE THE IMSD/MARC FACULTY PAGES FOR INFORMATION ON FACULTY RESEARCH)

1)  

2)

**RESEARCH STATEMENT OF PURPOSE (2 PAGE LIMIT)**

Please provide an explanation of why you want to do research, your interest in graduate studies and why you want to be an IMSD or MARC Scholar. Please be specific about how you think the program will benefit you. If you are not currently in a lab please explain why you are interested in the working in the areas of research you have selected. If you are currently working in a laboratory and intend to continue that research in that lab, please explain your interest in your current lab/research project. Your statement of purpose is an important part of your application. You are encouraged to speak with one of your mentors for tips and feedback on your statement! Please contact Rachel Henderson (rhenderson@berkeley.edu) if you have any questions.

**LEADERSHIP AND SERVICE:**

A SCHOLAR IS MORE THAN JUST SOMEONE OF HIGH ACADEMIC ACHIEVEMENT. A SCHOLAR HAS THE POTENTIAL FOR LEADERSHIP DEMONSTRATED IN HIS/HER STRONG COMMITMENT TO COMMUNITY SERVICE, TO EQUITY, AND TO BECOMING BROADLY TRAINED IN ISSUES THAT IMPACT SOCIETY. AN IMSD/MARC SCHOLAR UNDERSTANDS THE SOCIAL RESPONSIBILITY HE/SHE HAS AS A SCIENTIST TO ALWAYS WORK FOR THE WELFARE OF ALL.

1)  PLEASE DESCRIBE ACTIVITIES IN WHICH YOU HAVE PARTICIPATED THAT DEMONSTRATE YOUR COMMITMENT TO SERVICE. IF YOU WORKED WITH OTHERS, PLEASE DESCRIBE HOW YOU WORKED TOGETHER TOWARDS A COMMON GOAL: (300 word maximum)

2)  THINK ABOUT A BARRIER YOU OVERCAME OR A STRUGGLE YOU HAVE Faced IN YOUR LIFE. WHAT SKILLS AND STRENGTHS DID YOU AQUIRE AS A RESULT OF THOSE EXPERIENCES AND HOW HAVE YOU APPLIED THEM TO OTHER SITUATIONS? (300 word maximum)

**PROGRAM SPECIFIC STATEMENTS:** Please complete the additional essay for the program you are applying to. If you are applying to both programs you need to complete both essays.
MARC Applicants: Tell us about an activity or project that you would like to develop as a MARC scholar to promote diversity and participation in biomedical/behavioral science research at BSP, UC Berkeley or your local community. (200 words maximum)

IMSD Applicants: If you could do any externship where would you want to go and why? What would you hope to gain from that experience? (200 words maximum)

*An externship is a short-term experience designed to explore a potential career where the extern shadows an experienced professional and may participate in closely supervised activities. Unlike an internship, there is less focus on job training, as the extern may or may not choose to pursue that career.

SIGNING STATEMENT
I hereby apply for acceptance to the IMSD or MARC program at the University of California at Berkeley. I certify that the above statements are true and complete. By signing this statement I authorize the Berkeley IMSD/MARC program staff to access my student records and monitor my academic performance if I am accepted. If accepted I also agree to comply with all of the requirements of the program and understand that continued participation is dependent upon satisfactory academic progress and program engagement. After my participation in IMSD/MARC, I agree to maintain contact with the IMSD/MARC staff to enable them to track my career development in order to evaluate the outcomes of the IMSD/MARC program. Furthermore I agree to allow BSP to share this information with the National Institutes of Health and other funders.

Signed__________________________________________________________ Date_____________________________
(Important: if submitting by email, please include a scanned copy of your signature on this line with your application)

For more information, please contact Rachel Henderson, Ph.D. rhenderson@berkeley.edu 643-4746.

* The NIH requires that IMSD/MARC participants must be US citizens, permanent residents or non-citizen nationals (a person who, although not a citizen of the United States, owes permanent allegiance to the US. They are generally persons born in lands under US jurisdiction, for example, American Samoa). If selected you will be required to submit proof of this eligibility requirement.

** Funding for the UC Berkeley IMSD and MARC Programs is from the National Institute of General Medical Sciences, National Institutes of Health [www.nih.org]. The IMSD mission is to improve the participation of historically underrepresented students in the sciences and to increase the number of underrepresented students who attend and complete Ph.D. programs in the biomedical and behavioral sciences. The Minority Access to Research Careers (MARC) Branch seeks to increase the number of highly trained underrepresented biomedical and behavioral scientists in leadership positions to significantly impact the health-related research needs of the nation. Nationally, groups found to be underrepresented in biomedical and behavioral research include, but are not limited to, African Americans, Hispanic Americans, Native Americans, Alaska Natives and natives of the U.S. Pacific Islands, disabled students, first generation college students, or from a disadvantaged background. Although these are the primary goals of the programs, all applicants will be fully considered.

*** NIH Definitions of disadvantaged status, meet either criterion listed below.

1. Individuals who come from a family with an annual income below established low-income thresholds. These thresholds are based on family size, published by the U.S. Bureau of the Census; adjusted annually for changes in the Consumer Price Index; and adjusted by the Secretary for use in all health professions programs. The Secretary periodically publishes these income levels at http://aspe.hhs.gov/poverty/index.shtml. For individuals from low-income backgrounds, the institution must be able to demonstrate that such candidates (a) have qualified for Federal disadvantaged assistance; or (b) have received any of the following student loans: Health Professional Student Loans (HPSL), Loans for Disadvantaged Student Program; or (c) have received scholarships from the U.S. Department of Health and Human Services under the Scholarship for Individuals with Exceptional Financial Need.

2. Individuals who come from a social, cultural, or educational environment such as that found in certain rural or inner-city environments that have demonstrably and recently directly inhibited the individual from obtaining the knowledge, skills, and abilities necessary to develop and participate in a research career.
MARC/IMSD FACULTY MENTOR LETTER OF SUPPORT – please provide these instructions along with the faculty expectations document to your faculty mentor.

Dear Prospective MARC or IMSD Faculty Mentor,

The MARC and IMSD Scholars programs aim to promote a more diverse and inclusive scientific research community at Berkeley and nationally. Both programs are rigorous research-intensive training programs that provide undergraduate Scholars with a high level of financial, personal, professional and academic support over a 1-2 year (IMSD) or 2 year (MARC) period. Scholars are expected to enter into a Ph.D. or MD/Ph.D. program in the biomedical/behavioral sciences and to be well equipped to succeed in the program of their choice. A letter from you is required as part of the student’s application. There are two areas that must be addressed in your letter.

1. Please discuss the student’s qualifications to be a MARC or IMSD scholar including academic performance, commitment to research and her/his potential for graduate studies. Feel free to address any special or extraordinary circumstances that may have impacted your student.

2. Scholarship extends beyond academic excellence. A scholar should maintain a high standard of academic performance and at the same time, demonstrate a commitment to research by actively engaging in as many aspects of the research group work (e.g. research, lab meetings, journal clubs) as possible. Scholars need to not only learn the mechanics of scientific research and their responsibility to maintain the highest ethical standards, they should also understand the culture of the scientific community and how to successfully navigate professional relationships. As prospective future faculty and scientific leaders they should have opportunities to develop and refine their communication and leadership skills. Scholars should understand the many roles and responsibilities that scientists have in society and the options that are available to them after they have completed their graduate degree. Given these expectations, please describe how you will mentor the student and assist in their development as a MARC or IMSD Scholar.

Please submit your letter by email to marcscholars@berkeley.edu. Letters are due by 5pm, Aug 1, 2011. If you have any questions please contact Rachel Henderson (rhenderson@berkeley.edu/510-643-4746).

Expectations for MARC/IMSD Faculty

Background: The MARC and IMSD Scholars programs aim to increase the number of undergraduates who are first-generation college goers, low income, disabled or from underrepresented minority groups who go on to pursue Ph.D. or M.D./Ph.D. degrees in biomedical/behavioral sciences. The programs will do so by increasing Scholars’ interest in and understanding of research and research careers, promoting their academic success, providing strong mentoring, providing research and professional training in the labs of exemplary faculty and preparing them to be competitive applicants for Ph.D. and M.D./Ph.D. programs.

IMSD and MARC undergraduate scholars will be funded to spend up to two years in a research position (IMSD: 1 year with the possibility of continuation for a second year; MARC: 2 years), contingent upon maintaining satisfactory academic performance and program participation. They are expected to continue on and obtain a graduate degree (Ph.D. or M.D./Ph.D.) in the biomedical or behavioral sciences.

If your student is selected as a MARC or IMSD Scholar we ask that you:

- Meet frequently and consistently with the Scholar. Ideally once per week as schedules/travel permit. Make your expectations clear in the first few meetings.
- Assign Scholars to a strong mentor (graduate student/post-doc) in your lab. This person should be able to provide daily research supervision and guidance.
- Assist the Scholar and graduate/post-doc mentor in developing a plan for a viable, independent research project.
- Encourage participation in lab meetings, journal clubs, on-going scientific conversations, informal chats and social events with the laboratory.
- Share your enthusiasm for research. Your passion for research can be inspirational.
• Assist the Scholar in preparing research presentations (posters and talks).
• Assist the Scholar in identifying suitable conferences to attend with you or the immediate lab mentor who will serve as a guide and interlocutor.
• Assist the Scholar in developing professional networks.
• Help demystify research and graduate school. Help them understand aspects of the process/culture that may be “second-nature” to you but not necessarily obvious to an undergraduate.
• Assist the Scholar in identifying extramural summer research opportunities (MARC) or externships (IMSD). Help them identify prospective mentors.
• Give the Scholar opportunities to develop their leadership and communication skills. Invite them to give presentations at group meetings, initiate projects and organize events.
• Provide honest, critical feedback to the Scholar to help her/him become independent thinkers and leaders.
• Contact the MARC/IMSD staff with any concerns you may have about the Scholar and work with the staff to help resolve any conflicts or issues.
• Inform the MARC/IMSD staff if there are concerns about the Scholar (academic, research, personal) that should be addressed (e.g. not showing up in lab, not doing well in classes).
• Share your experience and insight as a mentor with other faculty, post-doctoral fellows and graduate students in order to promote more effective mentoring.

**Expectations of MARC/IMSD Staff**

In addition to serving as mentors and advisors to the Scholars and providing financial and programmatic support, the MARC and IMSD Staff also serve as a resource to the faculty and immediate lab mentors. As staff we will:

• Serve as a resource to Scholars and faculty to help the Scholars develop as research leaders/scientific citizens and to be successful in their graduate studies.
• Inform faculty about any concerns (barring any confidentiality issues) about Scholars, assist in resolving those concerns, and to be available to both Scholars and faculty.
• Serve as resource to faculty and lab mentors to help resolve any conflicts.
• Provide faculty and lab mentors the opportunity to communicate their experiences as mentors with other Scholar mentors and staff.
• Assist faculty and lab mentors by supplementing the Scholars’ experiences ‘beyond the bench’ with additional opportunities to develop their scientific networks, leadership, professional development, and communication skills.
• Assist the faculty and lab mentors by helping Scholars to identify extramural summer research opportunities (MARC), externships (IMSD) and prospective graduate programs.
• Assist faculty and lab mentors by providing academic and career advising specific to each Scholar.