

**Digital Scholarship Summer Research Fellowship Award Contract**

Name of Student: \_\_\_\_\_ Box #: \_\_\_\_\_ Class Year: \_\_\_\_\_

Bucknell Student ID#: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

\_\_\_ I accept the Digital Scholarship Summer Research Fellowship

\_\_\_ I request housing provided by Bucknell (subject to appropriate withholding taxes)

**It is the student's responsibility to contact the Office of Housing and Residential Life (x71195).**

\_\_\_ I do not request housing.

My off campus address is \_\_\_\_\_

1. I understand that the **W-4, I-9, and direct deposit forms need to be filled out by May 12, 2017**. You will need to make an appointment with Pam Mitchell ([pmitchel@bucknell.edu](mailto:pmitchel@bucknell.edu), 570-577-1795) to complete this paperwork. Even if you have already held an on-campus job, you will still need to get in contact with Pam Mitchell to ensure that you are on the proper payroll for the summer.
2. I understand that I will need to be present for the full duration of the Fellowship, from **May 30, 2017 to July 21, 2017**.
3. I understand that the stipend is up to \$3,000 (taxable) and will be dispersed in bi-weekly increments beginning on June 16, 2017.
4. I understand that student participants may neither enroll in academic coursework nor undertake employment beyond casual work of more than 10 hours per week.
5. I understand that I am expected to fully participate in Fellowship program and will come prepared to all collaborative sessions; complete all required weekly blog posts on time; and will treat my fellow scholars, instructors, and guests with respect.
6. I understand that I am expected to present on the work I have completed over the course of the summer at the Digital Scholarship Summer Research Fellowship showcase event on July 21, 2017.
7. I understand that I may be invited to present the results of my collaborative efforts at the Bucknell Digital Scholarship conference and/or at other conferences.

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Signature of student: \_\_\_\_\_ Date: \_\_\_\_\_

**Please sign and return to Carrie Pirmann or Courtney Paddick by March 24, 2017.**