The material to be submitted for evaluation by the readers will be limited to the students’ research papers and the letters from the mentors.

**Research papers**

The papers will be easier to compare to the extent that they follow the same general format, which is the basic format used for research papers.

- Introduction (background information from the literature that places the current research in perspective and the statement of the current research objective[s])
- Methodology (i.e., the experimental section in the natural sciences; the math packages and procedures in the social sciences)
- Results
- Discussion (Results and discussion are sometimes combined in the scientific literature but should remain separate here in order to identify the experiments that the student performed)
- Conclusion
- Acknowledgements (any individuals from which the author received help)
- References cited

Please note:
If the work has been published in the literature, this should not be used in lieu of the student’s writing up his/her own work. It is not possible through a published paper (unless the student is the sole author which seems like a distant possibility at this stage of development) to separate a student’s unique contribution from either his/her mentor’s contribution or that of any co-authors.
Mentor’s letters

To facilitate comparisons it is suggested that the mentor’s letter be written, to the extent possible, in a standard format. At a minimum the content of the mentor’s letter should address the points below in separate paragraphs:

- Statement of the research objective
- Identify the student’s contribution to the research project (i.e., did the student propose the research objective or the methodology? Was the student’s contribution to carefully perform the experiments within the mentor’s well-defined objective and standard methodology?)
- To what extent did the student work independently from the mentor? From other students?
- One of the criteria set … for the scholarship was that the student demonstrates “the promise of significant contribution to medical research.” While this is obviously difficult to evaluate at this stage of a student’s career, please address this issue if you feel that you saw evidence of this promise.

Mentors may want to directly address the issue of whether the student is involved in an extension of the mentor’s faculty member’s research or whether he/she is doing a project entirely on his/her own.

Mentors may include additional information as they deem appropriate.

If at all possible, the mentor’s letter should not be on letterhead. The evaluators are anxious that all readings be blind.