



# CALIFORNIA PRE-DOCTORAL PROGRAM

**SJSU** | COLLEGE OF  
GRADUATE STUDIES

# WHAT IS THE CALIFORNIA PRE-DOCTORAL PROGRAM (PRE-DOC)?

**Objective:** The program enables students to explore, prepare, and succeed in their doctoral program of interest

**Support:** The program provides Financial and mentor support for juniors, seniors, and graduate students who wish to pursue doctoral degrees at accredited U.S. universities

**Other Potential Benefit:** All awardees will be designated Sally Casanova Scholars and will have an opportunity to apply for a summer research experience

# PRE-DOC CAN HELP YOU SUCCEED!

## Financial support

Funding with a maximum amount of \$3,000 that can be applied for conference travel, professional development, and research materials

## Mentorship by a CSU faculty mentor

With the aid of a SJSU Faculty Sponsor, Sally Casanova Scholars are exposed to unique opportunities to help prepare you to succeed in doctoral programs.

# WHO CAN APPLY TO PRE-DOC

SJSU matriculated upper-division or master's degree students who are enrolled at SJSU as of Spring 2021, and will also be enrolled at a CSU campus for at least the fall semester for academic year 2021-22

Applicants are required to have a faculty sponsor who will be available during the academic year to help them implement a plan that will prepare them for admission to a doctoral program

Applicant must be a U.S. citizen, permanent resident, or a DACA recipient (International students are not eligible for this program).

Students interested in obtaining professional degrees (i.e. medicine, law, MBA) are not eligible

# PRE-DOC FACULTY MENTOR'S ROLE

Mentors support the Sally Casanova Scholar by guiding them through the program

Mentors may accompany the mentee to doctoral-granting campuses for site visits, or professional meetings, which will expose them to their field of interest

Mentors assist applicants with information about academic careers, identify appropriate journal subscriptions and learning experiences, as well as ensure that they are prepared for doctoral study

Mentors assist with the preparation of the application form





# PRE-DOC MENTORS

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# WHO CAN SERVE AS A FACULTY MENTOR?

Seek a Faculty Mentor (a SJSU faculty member in your field — an assistant, associate or full professor, but not a lecturer) who knows you well and is willing to support your application to the Pre-Doctoral Program, serving as your mentor during the award year.

# HOW TO FIND A PRE-DOC FACULTY MENTOR

Undergraduate advisor

Research mentor/thesis advisor

Faculty member who does the kind of research you want to pursue in your doctoral program



# HOW TO ASK A FACULTY MEMBER TO SERVE AS YOUR MENTOR

Visit a faculty member during office hours or send a faculty member a brief email using your SJSU email account

State your year in school

Provide career/graduate school aspirations

Briefly mention relevant courses, grades/GPA, previous lab experience

Optional: provide a CV/résumé, unofficial transcript

# HOW TO ASK A FACULTY MEMBER TO SERVE AS YOUR MENTOR

Be respectful and use appropriate titles (e.g. Dr., Professor, etc.) Introduce yourself

Faculty members are very busy and may not respond right away. Give them a week or two to respond, then send a follow up email or visit during their office hours

Don't give up. If a match doesn't work, ask faculty if they know of any colleagues who would be willing to serve

# HOW TO ASK A FACULTY MEMBER TO SERVE AS YOUR MENTOR

Review the faculty member's research and determine what and why it interests you

Discuss why participating in this research relates to your academic and career goals

When meeting with faculty

- Be on time and prepared
- Bring copies of your resume/CV, unofficial transcripts etc.
- Dress appropriately and listen attentively

# HOW TO ASK A FACULTY MEMBER TO SERVE AS YOUR MENTOR

Be ready to discuss your goals and interests regarding your research interests, graduate school and career aspirations

Discuss expectations:

- What is the time commitment?
- Make clear your availability
- Make clear your intentions for the relationship
- Provide information regarding opportunities for the faculty member (funding for supplies, conference travel)



# APPLICATION GUIDELINES

# HOW DO I APPLY TO THE PRE-DOC?

1. Download pdf version of packet from <https://www2.calstate.edu/csu-system/faculty-staff/predoc>
2. Work on your essay prompts while you are seeking a Faculty Mentor.
3. Complete your Student Budget Plan with Faculty Mentor
4. Submit application to the Predoc Campus Coordinator Jeffrey Honda at [jeffrey.honda@sjsu.edu](mailto:jeffrey.honda@sjsu.edu)



# YOUR APPLICATION PACKET SHOULD INCLUDE

General, Personal, and Educational information sections  
completed on the application

Student Budget Plan

Three Essays

Faculty Sponsor Form

Faculty Sponsor letter of Recommendation (your faculty mentor  
will upload this document when notified by Chancellor's Office)

Transcripts

# TIPS TO PRODUCE A SUCCESSFUL APPLICATION

Complete your essays thoughtfully, answering the prompt thoroughly. Do not go over the word limit. There must be absolutely no typos.

Be very clear in your Student Budget Plan. Provide estimated dates. Research the costs of travel and attendance at professional meetings. Your plan should be realistic and it **MUST** add up to \$3,000

# LETTER OF RECOMMENDATION

What should the letter address?

Mentor holds student in high regard (excellent academic student with research potential)

Detail your

- Skills
- Ability
- Mastery of theory and method
- Accomplishments
- Motivations

Mentee potential to succeed as a doctoral student

# PAPER AND FINAL APPLICATION SUBMISSION

Submit to your application package to A.D. Jeffrey Honda no later than 12:00 am on February 12, 2021

Finalized documents must be uploaded to the Chancellor's website by 5:00 pm on February 19, 2021

Make sure your mentor knows that they will receive an email from the Chancellor's Office requesting to upload their letter of recommendation

# WHAT HAPPENS NEXT

The College of Graduate Studies will work with you to polish your application package before online submission to the Chancellor's Office

You cannot submit your application to the Chancellor's Office without receiving a code from CGS

The sooner you submit, the more time CGS will have to work with you.

# WHAT HAPPENS NEXT

Applicants will be selected based on three major criteria:

- Potential for success in completing a doctoral program
- Effectiveness of the student/faculty plan
- Economic need and educational hardships





# SUMMER RESEARCH EXPERIENCE

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# SUMMER RESEARCH EXPERIENCE

Available to Sally Casanova Scholars who are not admitted into a Ph.D. program for fall 2021 academic year

Allows scholars to pursue doctoral-level research under the guidance of a faculty member at an institution of their choice

Scholars may participate at any accredited doctoral institution within US

Established partnership with UC offer added benefit of enhanced professional development, and dorm residency

# SUMMER RESEARCH EXPERIENCE

## Costs Associated with the Summer Research Experience

- Travel to and from institution
- Room and board
- Stipend ranging between \$4000-\$5000 for 8-10 weeks of research
- Scholars may not work elsewhere during this time period

# SUMMER RESEARCH EXPERIENCE

Scholars are primarily responsible for identifying and contacting potential faculty sponsors

- Work with pre-doc advisor and faculty mentor for potential sponsors and institutions
- During scholarship year, take the opportunity to look at other institutions if you choose to make campus visits

# SUMMER RESEARCH EXPERIENCE-HOW TO APPLY

Applications for Sally Casanova Scholars will become available online in November 2021

The deadline for application submission is due sometime in late February, 2022 and must go through the CSU Pre-Doctoral Program at the Office of the Chancellor

Your CSU faculty mentor must approve your application as indicated by their signature on the final application

Three essays will be required along with application submission

# CONTACT

Associate Dean Jeffrey Honda at  
[jeffrey.honda@sjsu.edu](mailto:jeffrey.honda@sjsu.edu)

Associate Dean Amy Leisenring at  
[amy.leisenring@sjsu.edu](mailto:amy.leisenring@sjsu.edu)

Graduate Studies Associate Cheryl Cowan at  
[cheryl.cowan@sjsu.edu](mailto:cheryl.cowan@sjsu.edu)



# THANK YOU!

Presented by  
The College of Graduate Studies  
San José State University