

The following are suggestions provided by the Awards Committee in an effort to aid you in your application. The Awards Committee will rank superlatives about the individual's research, insights, abilities, and contributions in the field of toxicology.

Points to consider when submitting a travel award or fellowship application:

THE ESSAY (UP TO 500 WORDS):

- Essays should be free of grammatical errors.
- The essay from the applicant: should demonstrate your activity, commitment, and/or vision in the field of toxicology.
- The essay from a student applicant: should describe your career aspirations.

CURRICULUM VITAE:

- [A fillable sample curriculum vitae](#) is provided. Though, not a requirement, the Awards Committee does encourage applicants to format their *curriculum vitae* using the sample as a guide.

A LETTER OF RECOMMENDATION:

- Maximum of 2-3 pages in length, using 12-point font.
- The letter should describe the relationship with the applicant (how long have you known the applicant and in what context).
- The letter should describe the applicant's strengths, abilities, demonstration(s) of initiative, and key contributions related to the field of toxicology.
- The letter should validate the applicant's current and anticipated future status at the university/institution/company.

ABSTRACT:

- Should follow the abstract and poster guidelines and should not exceed 250 words.
- Should be free of grammatical errors.
- Should clearly describe your own research in the field of toxicology.