TO: Deans, Directors, Chairs, and Student Advisors  
FROM: Thomas G. Cummings, Chair of Management and Organization, Marshall School of Business, and President, PKP Chapter 036  
DATE: October 8th, 2015  
RE: 2015-16 PHI KAPPA PHI STUDENT RECOGNITION PROGRAM

The Phi Kappa Phi All-University Honor Society is pleased to announce the 33rd annual Phi Kappa Phi Student Recognition Awards Program, to provide recognition for outstanding artistic and academic works by both undergraduate and graduate students. Four awards of $500 each will be presented at the USC Annual Academic Honors Convocation in April.

The following are the criteria for eligibility:

1. Students must be currently registered in classes at USC. Proof of registration is required.

2. Students may submit materials from any USC school or department, in any discipline, genre, or medium. Submissions must be complete works. Incomplete works or excerpts of works will not be accepted.

3. Former student winners may not submit works in the year immediately following the receipt of an award. Only one submission per applicant may be entered annually. If a submission contains more than a single work, the works should be from the same genre.

4. Research papers, theses, or creative works may be submitted if they are of a quality exceeding the requirements and/or standards of regular course work.

5. If more than one person has contributed to the submission, the nature and extent of each contributor’s role must be clarified.

6. Each submission must be endorsed for originality and authenticity by a faculty member who is familiar with the student’s work.

7. A 500-word abstract should accompany the work. The abstract should describe the work, explain why or how it came to be produced, outline its contribution to the field, and/or establish its originality.

The deadline for submission is Friday, October 30th, 2015 at 4:00 pm. The entry form is on the reverse side of this page and may be duplicated. Completed entries should be submitted to CAS 200. If you have questions about the Phi Kappa Phi Student Recognition Program, please visit www.usc.edu/libraries/pkp/ or contact us at pkp@usc.edu.
PHI KAPPA PHI STUDENT RECOGNITION PROGRAM FOR 2015-2016
Deadline for Receipt of Entry: Friday, October 30th, 2015

Entry Criteria

1. Entries may be submitted from any USC school or department, in any discipline, genre, or medium. If more than one person has contributed to the submission, the nature and extent of the applicant’s contribution role must be clarified.

2. Submission must be a complete work. Incomplete works or excerpts of works will not be accepted.

3. Entries must be comprehensible to non-specialists.

4. Each submission should be accompanied by a 500-word abstract.

5. Only one (1) submission per applicant may be entered annually.

6. Former student winners may not submit works in the year immediately following receipt of an award.

7. Please see memo of October 8, 2015 for complete details.

Date: _____________________________   Graduate: _______________ Undergraduate: ______________

Name: ________________________________________ USC Student I.D.:______________________________

School, Department, or Unit*: _________________________________________________________________

Campus Address: ____________________________________________________________________________

Cell or Campus Phone: ____________________________

Home Address: ______________________________________________________________________________

Home Phone: ______________________________    Email: _________________________________________

TYPE OF WORK (e.g., screenplay, musical composition, research paper, etc.):
_____________________________________________________________________________________________

TITLE AND BRIEF DESCRIPTION OF WORK:
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________

I am familiar with the student’s work and endorse the submission for originality and authenticity. This work is of a quality exceeding the requirements and/or standards of regular course work.

________________________________  ________________________________    __________________
Faculty Signature    Department           Phone Extension

* Please attach proof of registration for the Fall 2015 semester and, if desired, a self-addressed envelope (with adequate postage) to ensure return of materials.