MEMORANDUM

TO: Department Heads, School Directors College of Agriculture and Life Sciences

Directors, Agricultural Experiment Stations

FROM: Susan S. Sumner

Associate Dean and Director of Academic Programs

Director, Agricultural Technology

RE: INTERNSHIP OPPORTUNITY - John Lee Pratt Animal Nutrition Summer Internship Research Scholar Program

DATE: February 17, 2025

The College of Agriculture and Life Sciences will again sponsor an opportunity for up to three students with a primary major in CALS to gain research skills through an internship program sponsored by the John Lee Pratt Foundation in summer 2025. The program includes a $3,000 scholarship for each student selected to participate in the internship. An additional $2,000 will be available to the faculty research advisor in support of each student’s research project.

The purpose of this program is to encourage highly qualified CALS students to pursue graduate study in animal nutrition through a rewarding summer internship research project under the guidance of a faculty advisor. **Proposals must focus on research that supports and enhances scholarship in the area of animal nutrition.**

I encourage you to alert your students with graduate school potential of this internship opportunity and to encourage your faculty to participate. An outline of procedures and an application form are attached. Please e-mail me (sumners@vt.edu) if you have any questions. The application deadline is **April 7, 2025.** Thank you for considering this opportunity to promote undergraduate research.

**Procedures for Applying for the**

**John Lee Pratt Animal Nutrition SUMMER INTERNSHIP Research Scholarship**

**2025**

1. Up to a total of three internships of $3,000 each will be available to students with a primary major in CALS. The award will be made in the form of a scholarship on the student’s account. Scholarships can be applied to summer session I, summer session II, or fall 2025.
2. A total of $2,000 in operating funds will be allocated to the faculty research advisor for each successful candidate to help support the costs of the internship research project.
3. Qualifications: A minimum GPA for courses taken at Virginia Tech of 3.0 through fall 2024. Independent Study (4974) or Undergraduate Research (4994) credit for the project is optional and at the discretion of the major advisor and student. Research projects should be completed by the end of the fall semester 2025. Students will be expected to make a short oral presentation of the results of their research projects at a meeting in December 2025 and present the results of their research projects at a poster session in spring 2026.
4. Application for the internship will consist of the application form, a research project proposal, (prepared primarily by the student), a cover letter (one page) from the student, and a recommendation letter from the major project advisor (one page maximum). These are to be submitted to Dr. Susan S. Sumner, Associate Dean and Director of Academic Programs, via email at [sumners@vt.edu](mailto:sumners@vt.edu) by **April 7, 2025**.
5. Format for the research project proposal (two pages maximum):
6. Title and primary participants
7. Introduction
8. Justification, including how this project relates to animal nutrition
9. Short literature review
10. Methods and procedures
11. Budget (include all costs, not just the $2,000 faculty grant; faculty will develop the budget, but include the student in planning)

*\*\*Awards are project specific and any changes* ***must*** *be approved by Dr. Susan Sumner.*

1. A final written report reviewed and graded by the major advisor will be due to Dr. Susan Sumner (sumners@vt.edu) by the end of fall semester 2025. The format for the final report will be the same as (a) through (e) for the above project proposal and also include the following:
2. Results and discussion; and
3. Potential for publication or further research.
4. Evaluation of applicants’ proposals will be by a college committee. Successful students and faculty research advisors will be notified by April 25, 2025.

**JOHN LEE PRATT SUMMER INTERNSHIP RESEARCH**

**Scholarship Application**

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| --- | --- | --- | --- |
| Name: |  | Date: |  |
| (Last) (First) (Middle) | | | |
| Student ID Number: |  | | |
| Permanent Address: |  | | |
|  |  | | |
|  |  | | |
| Local Address: |  | | |
|  |  | | |
|  |  | | |
| Phone Number: |  | | |
| E-mail Address: |  | | |
| Major: |  | | |
| Academic Advisor: |  | | |
| Research Project Advisor:  (if different from Academic Advisor) |  | | |